

**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, January 7, 2014, and was called to order by Mayor Jim Brooks. City Clerk Melissa McChesney called the roll as follows: .

Ward 1 Alderman Kari Lamer	- present	Ward 3 Alderman Kendall Welch	- present
Ward 1 Alderman Diane Driver	- present	Ward 3 Alderman Chris Fisher	- present
Ward 2 Alderman Jim Werner	- present	Ward 4 Alderman Marc Sportsman	- present
Ward 2 Alderman Jackie Snyder	- present	Ward 4 Alderman Nan Johnston	- present

A quorum of the Board of Aldermen was present.

The following staff was also present:

Lauren Palmer, City Administrator  
Sean Ackerson, Asst. City Administrator/Comm. Dvlpt. Director  
Kevin Chrisman, Police Chief  
Kirk Rome, Public Works Director  
Steve Chinn, City Attorney

**2. CITIZEN INPUT**

**3. MAYOR'S REPORT**

**4. CONSENT AGENDA ITEMS**

- A. Approve the minutes for the December 17, 2013 regular meeting
- B. Amend the legal services contract with Zerger & Mauer, LLP
- C. Approve the Parkville Economic Development Council investment renewal for 2014
- D. Resolution to approve the reappointments of Dale Brouk and Gary McKeever and the appointment of Joel Riggs to the Parkville Commons Community Improvement District Board of Directors through 2017
- E. Authorize the purchase of up to \$30,000 for salt & sand from Dale Brothers Inc. for 2014
- F. Change of managing officer for C-Store 2, located at 11019 NW 64<sup>th</sup> Street, for the retailer of liquor in original package with Sunday sales liquor license
- G. Receive and file staff responses to issues identified in the 2012 Audit management letter
- H. Accounts Payable

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO APPROVE THE CONSENT AGENDA AS PRESENTED. ALL AYE, MOTION PASSED 8-0.

**5. ACTION AGENDA**

**A. Authorize an agreement with Gilmore & Bell, P.C. for bond counsel services**

City Administrator Lauren Palmer stated the City previously contracted bond counsel services with Janet Garms of Kutak Rock who retired at the end of 2013. The Finance Committee authorized staff to post a Request for Proposals (RFP) and five proposals were received; the selection committee narrowed them down and interviewed two of the firms. Staff recommended Gilmore & Bell, P.C. and Rick McConnell would be the lead contact. Mr. McConnell thanked the Board and staff and looked forward to working with them.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO AUTHORIZE AN AGREEMENT WITH GILMORE & BELL, P.C. FOR BOND COUNSEL SERVICES. ALL AYE; MOTION PASSED 8-0.

Mayor Brooks announced the Board held an executive session, pursuant to RSMo 610.021(1), and no action was taken as a result of the executive session.

**B. Resolution to delegate to the City Administrator authority to file lien upon property for delinquent bills for sewer service**

City Administrator Lauren Palmer stated an ordinance was approved last August that allowed late fees to be applied to delinquent sewer bills and a property lien for accounts 90 days past due as a last resort. She noted the original ordinance gave authority to the Board of Aldermen to apply the property lien, but she requested that authority be delegated at the administrative level to the City Administrator when certain conditions applied. Those conditions included properties listed for sale or may be listed in the future to ensure the account is settled before the property changes ownership; special circumstances as included in the City's agreement with Missouri American Water under which the company will not disconnect service; the water service is disconnected and the bill remains unpaid; in addition to or in lieu of water service disconnection for rental properties in which the tenant is the customer; and the customer has established a payment plan in excess of 30 days to avoid water shut off to provide additional security for the City. The Board requested notification when a lien was applied to a property.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO APPROVE RESOLUTION NO. 01-02-14 TO DELEGATE AUTHORITY TO THE CITY ADMINISTRATOR TO FILE A LIEN UPON PROPERTY FOR DELINQUENT BILLS FOR SEWERAGE SERVICE. ALL AYE; MOTION PASSED 8-0.

**6. STAFF UPDATES ON ACTIVITIES**

**A. Police Department**

Police Chief Kevin Chrisman provided an update on the deer harvest.

**B. Community Development**

Community Development Director/Assistant City Administrator Sean Ackerson provided an update to the Downtown Master Plan.

**C. Public Works**

Public Works Director Kirk Rome provided an update on the Brink Myers retaining wall project, noting the project was near completion and the City had instituted liquidated damages.

**7. CITY COMMITTEE REPORTS**

**8. OTHER ORGANIZATION REPORTS**

**9. MISCELLANEOUS ITEMS FROM THE BOARD**

**10. ADJOURN**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO ADJOURN THE JANUARY 7, 2014 REGULAR BOARD MEETING AT 7:16 P.M. ALL AYE, MOTION PASSED 8-0.

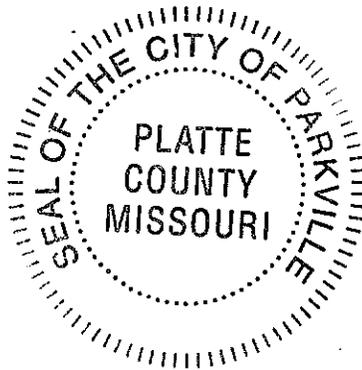
MINUTES OF THE BOARD OF ALDERMEN REGULAR MEETING OF JANUARY 7, 2014

Page 3 of 3

The minutes for Tuesday, January 7, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the twenty-first day of January 2014.

Submitted by:

Melissa McChesney  
City Clerk Melissa McChesney  
1/9/2014



**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, January 21, 2014, and was called to order by Mayor Jim Brooks. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present	Ward 3 Alderman Kendall Welch	- present
Ward 1 Alderman Diane Drive	- present	Ward 3 Alderman Chris Fisher	- present
Ward 2 Alderman Jim Werner	- present	Ward 4 Alderman Marc Sportsman	- present
Ward 2 Alderman Jackie Snyder	- absent w/ prior notice	Ward 4 Alderman Nan Johnston	- present

A quorum of the Board of Aldermen was present.

The following staff was also present:

Lauren Palmer, City Administrator  
Sean Ackerson, Asst. City Administrator/Comm. Dvlpt. Director  
Kevin Chrisman, Police Chief  
Kirk Rome, P.E., Public Works Director  
Steve Chinn, City Attorney

**2. CITIZEN INPUT**

**3. MAYOR'S REPORT**

**4. CONSENT AGENDA ITEMS**

- A. Approve the minutes for the January 7, 2014 regular meeting
- B. Approve a sign permit for Sakae Sushi, 6325 Lewis Street, Suite 100, in the Parkville Commons – Application No. SPA13-23; Metal Works Co. on behalf of Sakae Sushi, applicants
- C. Accounts Payable

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO APPROVE THE CONSENT AGENDA AS PRESENTED. ALL AYE, MOTION PASSED 7-0.

**5. ACTION AGENDA**

**A. Conduct a public hearing and approve an ordinance to amend Chapter 703 of the Parkville Municipal Code to implement a 3 percent rate increase for the sewer utility**

Mayor Brooks opened the public hearing. City Administrator Lauren Palmer recommended approval of an ordinance for a three percent increase for the sewer utility. She noted the sewer budget included a capital outlay of over \$470,000 and the largest projects were the Eastside Pump Station redirection and the CCTV inspection to look for defects in the system. The recommendation was to implement a steady and modest increase annually to avoid double-digit increases in the future. Palmer noted the last increase of two percent was in 2009 and was implemented in 2010. The impact to the average household would be \$1.05 per month and would take effect on the February billing. A question was raised about customer notification and Palmer responded that a note would be included on the bill with a reference to the website, which would be updated with information from the agenda packet.

Mayor Brooks invited public comments and/or questions regarding the sewer rate increase. Hearing none, he closed the public hearing.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2757, AN **ORDINANCE ADOPTING A THREE PERCENT INCREASE TO THE SEWER BASE CHARGE, SEWER USE CHARGE AND SURCHARGE FOR CUSTOMERS OF THE PARKVILLE SEWER SYSTEM**, BE APPROVED ON FIRST READING. ALL AYE, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2757 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2757 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2727. ALL AYES BY ROLL CALL VOTE. AYES: JOHNSTON, WELCH, WERNER, DRIVER, LAMER, FISHER, AND SPORTSMAN; MOTION PASSED 7-0.

*Bill No. 2757 was posted on January 17, 2014.*

**B. Ordinance to amend Chapter 630 of the Municipal Code and approve a use agreement with Parkville Farmers Market Association**

City Administrator Lauren Palmer noted the request was a two-part action, one to approve a use agreement with the Parkville Farmers Market Association (PFMA) and one to amend the Parkville Municipal Code. Palmer stated the market was previously operated by the City who hired a manager each season. The recommendation would change the arrangement and it would run as a non-profit agency with the space leased by the PFMA for a negotiated fee of \$1,000 annually. Palmer noted to facilitate the arrangement municipal code changes to Chapter 630 were required because the current code included provisions no longer needed. A concern was raised regarding possible vendor problems and Palmer responded that City staff would continue to be a contact but was now the responsibility of the PFMA. She also noted that the agreement could be terminated with 60 days' notice if necessary.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO APPROVE A USE AGREEMENT WITH THE PARKVILLE FARMERS MARKET ASSOCIATION TO OPERATE A FARMERS MARKET IN DOWNTOWN PARKVILLE. ALL AYE, MOTION PASSED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2758, AN **ORDINANCE AMENDING AND APPEALING EXISTING TITLE VI, CHAPTER 630 OF THE MUNICIPAL CODE AND ENACTING NEW PROVISIONS RELATING TO THE FARMERS MARKET**, BE APPROVED ON FIRST READING. ALL AYE, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2758 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2758 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2728. ALL AYES BY ROLL CALL VOTE. AYES: JOHNSTON, WELCH, WERNER, DRIVER, LAMER, FISHER, AND SPORTSMAN; MOTION PASSED 7-0.

*Bill No. 2758 was posted on January 17, 2014.*

**C. Ordinance authorizing a cost share agreement with the Missouri Highways and Transportation Commission of the Department of Transportation for the widening of Route 45-Phase C**

City Administrator Lauren Palmer stated the agreement related to the widening of Highway 45 from Route K to I-435 and outlined the financial responsibility for all the parties involved: City of Parkville, Platte County, and the Missouri Department of Transportation (MoDOT). She added that the City's portion included ongoing maintenance of the multimodal trail and vegetation within the City limits. Platte County would review its related agreement on February 3 and MoDOT would hold a public hearing in March. Once all parties have executed the agreement, the project would be added to the State Transportation Improvement Program and construction would begin in 2016. Palmer added staff was working with MoDOT on a separate maintenance agreement which would come to the Board at a future date. Further discussion focused on the maintenance included in the other phases of the project.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2759, AN ORDINANCE AUTHORIZING A COST SHARE AGREEMENT WITH THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION OF THE DEPARTMENT OF TRANSPORTATION FOR THE WIDENING OF ROUTE 45 – PHASE C IN PLATTE COUNTY, BE APPROVED ON FIRST READING. ALL AYE, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2759 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2759 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2729. ALL AYES BY ROLL CALL VOTE. AYES: JOHNSTON, WELCH, WERNER, DRIVER, LAMER, FISHER, AND SPORTSMAN; MOTION PASSED 7-0.

*Bill No. 2759 was posted on January 17, 2014.*

**D. Amendment to Parkville Commons Plan to accommodate an electronics and appliance recycling bin – Case PZ13-15; applicant, Blake Lostal, Computer Recycle USA**

Assistant City Administrator/Community Development Director Sean Ackerson stated a request was received from Computer Recycle USA for an electronics and appliance recycling container available to the community at no charge. The agreement was between Computer Recycle USA; Fivestar Lifestyles, LLC; and Tech Express LLC and included a proposed 90-day trial period (from date bin placed at location). If conditions were met it would automatically renew. Terms included those listed in the site agreement, removal of bin within 10-days' notice from the Board, obtaining a business license, and carrying general liability insurance for not less than \$1 million.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO APPROVE THE AMENDMENT TO PARKVILLE COMMONS PLAN TO ACCOMMODATE AN ELECTRONICS AND APPLIANCE RECYCLING BIN, SUBJECT TO THE TERMS AND CONDITIONS OF THE ATTACHED SITE AGREEMENT; REMOVAL OF THE BIN WITHIN 10 DAYS FOLLOWING NOTICE OF A BOARD OF ALDERMEN DETERMINATION THE SITE IS NOT ADEQUATELY MAINTAINED; OBTAINING A PARKVILLE BUSINESS LICENSE; AND MAINTAINING GENERAL LIABILITY INSURANCE IN AN AMOUNT NOT LESS THAN \$1,000,000. ALL AYE, MOTION PASSED 7-0.

**6. STAFF UPDATES ON ACTIVITIES**

**A. Police Department**

Police Chief Kevin Chrisman provided an update on the deer harvest that concluded January 15 and noted the crime stats for November were e-mailed previously to the Board.

**B. Public Works**

Public Works Director Kirk Rome provided an update on the Brink Myers retaining wall project, noting it was substantially complete and the road was open to two-way traffic. He noted minor work included staining the upper portion, restoration seeding, and minor mill/overlay and curb and gutter work. Rome also stated the City received an outreach grant for Platte Landing Park in the amount of \$62,000 for the trail and open playfields, appended hereto as Exhibit A.

**7. CITY COMMITTEE REPORTS**

**Environmental – Alderman Welch**

Alderman Welch presented the City's Northland Recycling Extravaganza award to the Board.

**Financial Reports Month Ending December 31, 2013 – Alderman Werner**

Alderman Werner provided an overview of the financial report, noting that revenues exceeded expenses because of lower payroll numbers due to vacant positions. He also said the City was able to carry over a significant amount to the Emergency Reserve Fund, the Sewer Fund would be improved with the sewer rate increase, and the Transportation Fund was not as positive with an estimated ending balance near zero. He stated the City was in good financial condition with the one caveat.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO ACCEPT THE FINANCIAL REPORT FOR THE MONTH ENDING DECEMBER 31, 2013. ALL AYE, MOTION PASSED 7-0.**

**Policy – Alderman Werner and Alderman Welch**

Alderman Welch recommended the Policy Committee be discontinued because she felt the City Administrator was doing a good job. She noted that she proposed the idea to Alderman Werner and he agreed with her recommendation.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO DISCONTINUE THE POLICY COMMITTEE. ALL AYE, MOTION PASSED 7-0.**

**8. OTHER ORGANIZATION REPORTS**

**9. MISCELLANEOUS ITEMS FROM THE BOARD**

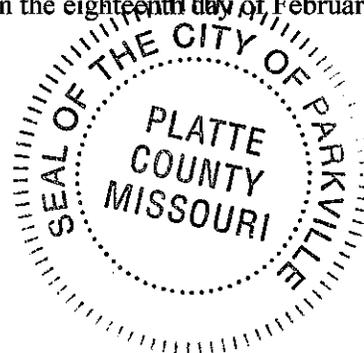
**10. ADJOURN**

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO ADJOURN THE JANUARY 21, 2014 REGULAR BOARD MEETING AT 8:00 P.M. ALL AYE, MOTION PASSED 7-0.**

The minutes for Tuesday, January 21, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on the eighteenth day of February 2014.

Submitted by:

*Melissa McChesney*  
City Clerk Melissa McChesney  
1/24/2014



MINUTES OF THE BOARD OF ALDERMEN SPECIAL MEETING OF FEBRUARY 10, 2014

Page 1 of 1

**1. CALL TO ORDER**

A special meeting of the Board of Aldermen was convened at 12:00 p.m. on Tuesday, February 10, 2014, and was called to order by Alderman Nan Johnston. City Clerk Melissa McChesney called the roll as follows:

Mayor Jim Brooks	- absent with prior notice
Ward 1 Alderman Kari Lamer	- present
Ward 1 Alderman Diane Driver	- present
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Jackie Snyder	- present
Ward 3 Alderman Kendall Welch	- present
Ward 3 Alderman Chris Fisher	- absent with prior notice
Ward 4 Alderman Marc Sportsman	- absent with prior notice
Ward 4 Alderman Nan Johnston	- present

A quorum of the Board of Aldermen was present. Due to the absence of the mayor and acting president, the senior-most alderman Nan Johnston led the meeting.

The following staff was also present:

Lauren Palmer, City Administrator  
Sean Ackerson, Asst. City Administrator/Comm. Dvlpt. Director  
Kevin Chrisman, Police Chief  
Kirk Rome, P.E., Public Works Director  
Matthew Chapman, Finance/Human Resources Director  
Steve Berg, City Treasurer

**2. ACTION AGENDA**

A. Accounts Payable

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN WERNER TO APPROPRIATE \$209,510.90 OF CITY FUNDS TO PAY SALARIES AND ACCOUNTS. ALL AYE, MOTION PASSED 6-0.

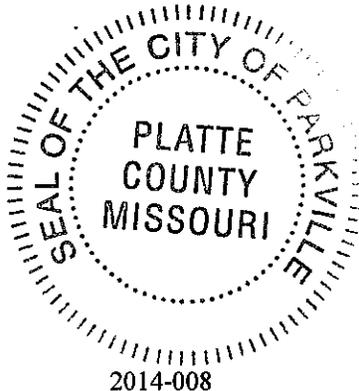
**3. ADJOURN**

IT WAS MOVED BY ALDERMAN LAMER AND SECONDED BY ALDERMAN SNYDER TO ADJOURN THE FEBRUARY 10, 2014 SPECIAL BOARD MEETING AT 12:02 P.M. ALL AYE; MOTION PASSED 6-0.

The minutes for the special meeting Monday, February 10, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the eighteenth day of February 2014.

Submitted by:

  
City Clerk Melissa McChesney  
2/11/2014



MINUTES OF THE BOARD OF ALDERMEN REGULAR MEETING OF FEBRUARY 18, 2014

Page 1 of 5

**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, February 18, 2014, and was called to order by Mayor Jim Brooks. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present	Ward 3 Alderman Kendall Welch	- present
Ward 1 Alderman Diane Drive	- present	Ward 3 Alderman Chris Fisher	- present
Ward 2 Alderman Jim Werner	- present	Ward 4 Alderman Marc Sportsman	- present
Ward 2 Alderman Jackie Snyder	- present	Ward 4 Alderman Nan Johnston	- absent w/ prior notice

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator  
Sean Ackerson, Asst. City Administrator/Comm. Dvlpt. Director  
Kevin Chrisman, Police Chief  
Kirk Rome, P.E., Public Works Director  
Steve Chinn, City Attorney

**2. CITIZEN INPUT**

**A. Carolyn Elwess providing an update for the Platte County 175th Anniversary Committee**

Carolyn Elwess announced that Platte County celebrated its 175<sup>th</sup> Anniversary on January 31. She added that she served on a committee which had met with the Chamber, Economic Development Council and the Main Street Parkville Association. Ms. Elwess provided a copy of the history of Platte County and a tentative schedule of events, appended hereto as Exhibit A.

**3. MAYOR'S REPORT**

**4. CONSENT AGENDA**

- A. Approve the minutes for the January 21, 2014 regular meeting
- B. Approve the minutes for the February 10, 2014 special meeting
- C. Receive and file the 2013 Annual Report
- D. Second Reading of Bill No. 2421 to approve and designate Project I of the Parkville Market Place Tax Increment Financing Plan (postpone)
- E. Accounts Payable
- F. Application for a sign permit for GNC, 6325 Lewis Street, Suite 105, in the Parkville Commons – Application No. SPA14-01; KC Sign Express on behalf of GNC, applicants.
- G. Temporary caterer permit from Myron Green Corporation dba Bonterra Catering for the National Wild Turkey Federation Banquet/Auction on March 7, 2014 at the Parkville Athletic Complex

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTIONS FOR EACH ITEM AS PRESENTED. ALL AYE, MOTION PASSED 7-0.**

Alderman Snyder congratulated staff on an impressive annual report.

**5. ACTION AGENDA**

**A. Approve agreements for Underwriter Services**

City Administrator Lauren Palmer stated the request was for underwriter services to help move toward a negotiated sale for the two Neighborhood Improvement District (NID) bond issues –

Brush Creek and Brink Myers. A Request for Proposals was posted in January and six proposals were received. Springsted Inc., financial advisor, evaluated the proposals and met with a committee composed of Alderman Nan Johnston, Alderman Jim Werner, Alderman Marc Sportsman, Sean Ackerson, Matthew Chapman, and Lauren Palmer. The committee recommended Oppenheimer & Co. for the Brink Myers NID bonds, who served as the underwriter for the temporary notes. It also recommended an alternative approach of a co-managing arrangement for the Brush Creek NID bonds with Oppenheimer & Co. and Stifel, Nicolaus & Company, Inc.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO APPROVE A BOND UNDERWRITING SERVICES AGREEMENT WITH OPPENHEIMER & CO, INC. FOR THE BRINK MYERS NID GENERAL OBLIGATION BOND SALE; AND APPROVE A SENIOR MANAGING UNDERWRITER SERVICE AGREEMENT WITH OPPENHEIMER & CO. AND A CO-MANAGING UNDERWRITER SERVICES AGREEMENT WITH STIFEL, NICOLAUS, & COMPANY, INC. FOR THE BRUSH CREEK NID BOND SALE. ALL AYE, MOTION PASSED 7-0.**

**B. Approve an agreement with the Parkville Vikings Football Club for use of the City property generally known as Vikings Field**

City Administrator Lauren Palmer stated the Vikings Football Club operated youth sports programming for a number of years with an informal relationship with the City. Staff recommended moving towards a formal relationship with the proposed agreement, which was reviewed by the Finance Committee on October 28 and November 25. The agreement would allow the Vikings to use the field for free in exchange for assuming all maintenance and utilities for the sports program and maintaining liability coverage for an initial period of five years with the option to renew for three additional three-year periods. It could also be terminated by either party and any alterations to the property required Board approval. The Vikings Football Club agreed to pay \$1,000 restitution for the water tap connection, would install a separate line at a cost of \$2,000, and pay a five percent administrative fee. Palmer noted that staff looked at alternatives of a separate water service but would cost approximately \$8,000. Discussion focused on the history of the water connection, the restitution cost for the hook-up, removal of improvements and property if the Vikings were to terminate the agreement, and the term length. After some additional discussion, the Board agreed to include a provision in the agreement, at the sole discretion of the City, for the removal of improvements, fixtures and personal property by the Vikings from the premises if the lease terminates.

Tom Ryan, Vikings Football Club, stated they wanted to make improvements to the field that included building a concession stand that would also house equipment and would belong to the City. The Vikings approved including the additional language requested in the agreement.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO APPROVE AN AGREEMENT WITH THE PARKVILLE VIKINGS FOOTBALL CLUB FOR THE USE OF VIKINGS FIELD, WITH ADDITIONAL LANGUAGE "AT THE SOLE DISCRETION OF THE CITY, THE VIKINGS SHALL REMOVE, AT THEIR OWN EXPENSE, ALL IMPROVEMENTS, FIXTURES AND PERSONAL PROPERTY FROM THE PREMISES AT THE TERMINATION OF THE USE AGREEMENT". ALL AYE, MOTION PASSED 7-0.**

**C. Memorandum of Understanding with the Platte County Regional Sewer District regarding negotiations for the transfer of the Parkville Sewer Utility**

City Administrator Lauren Palmer noted the City entered into an agreement with the Platte County Sewer District (PCRS) for the Brush Creek sewer improvements that stated the City owned improvements until the debt was retired and the sewer district was responsible for the operational costs. PCRS staff approached City staff with a proposal to negotiate a sale rate that would meet or exceed the NID debt and transfer improvements to the PCRS. The memorandum of understanding (MOU) was the first step in researching how to proceed with possible negotiations to move the City's sewer operations to the PCRS. The purpose of the MOU was to express the intent to evaluate the positives and negatives and create a mutually beneficial agreement to both parties. The timeline to execute the agreement was on or before June 1 with the first step being legal analysis which was anticipated to be done by March 15. The MOU was a non-binding commitment for both parties, did not obligate any formal action, and included negotiations for a fair purchase/transfer price. Provisions included retiring the existing sewer debt which the PCRS would assume, the PCRS completing the City's capital improvements, and having City representation on the PCRS Board of Directors. Following approval of the MOU, the second step would be to complete a cost-benefit analysis, provide a list of financing options, and review potential impacts to customers. Staff requested a proposal from Springsted Inc. to help review the numbers to see if the agreement would be beneficial to the City. The City would pay the initial expenses but PCRS would reimburse the City for 50 percent of the cost if the utility is transferred, there would be additional legal fees, and funds would come from the Sewer Fund budget. Both parties agreed to form a subcommittee to work with staff and the attorneys to bring a final recommendation back to the Board.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO APPROVE A MEMORANDUM OF UNDERSTANDING WITH THE PLATTE REGIONAL SEWER DISTRICT FOR THE SALE OF THE PARKVILLE SEWER UTILITY; AND AUTHORIZE THE CITY ADMINISTRATOR TO EXPEND UP TO \$13,500 FOR FINANCIAL ADVISOR SERVICES RELATED TO THE MOU; AND APPOINT THE CITY ADMINISTRATOR, MAYOR AND ALDERMEN SPORTSMAN, WERNER AND JOHNSTON TO SERVE ON A COMMITTEE TO OVERSEE NEGOTIATIONS. ALL AYE, MOTION PASSED 7-0.**

**D. Ordinance employing Kelly Yulich as part-time Community Development Department Assistant**

Assistant City Administrator/Community Development Director Sean Ackerson noted the previous Department Assistant was shared full-time between Public Works and Community Development. The Board previously approved changing the position to two part-time positions, one for each department. He recommended hiring Kelly Yulich, the current part-time receptionist, to fill the Community Development Department Assistant position. This would cause a vacancy in the receptionist position that would be advertised. Ackerson added that she would continue to help out at the reception desk and overlap duties until a replacement was hired. The position was included in the budget and was within the budgeted amount.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2760, AN ORDINANCE HIRING KELLY YULICH AS THE PART-TIME COMMUNITY DEVELOPMENT DEPARTMENT ASSISTANT, BE APPROVED FOR FIRST READING. ALL AYE, MOTION CARRIED 7-0.**

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2760 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE, MOTION CARRIED 7-0.**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2760 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2730. ALL AYES BY ROLL CALL VOTE. AYES: WELCH, WERNER, DRIVER, LAMER, SNYDER, FISHER, AND SPORTSMAN; MOTION PASSED 7-0.

*Bill 2760 was posted on February 14, 2014.*

**6. NON-ACTION ITEM**

**A. Downtown Master Plan**

Assistant City Administrator/Community Development Director Sean Ackerson stated staff was seeking confirmation from the Board that the list provided in the policy report was moving in the right direction and he hoped to focus on the major issues that had no consensus. The list included participation, recommended solutions, train noise, and multi-family development. Discussion focused on the quiet zone and multi-family development. The consensus of the Board was to change the document as recommended, including changing the name to a vision instead of a master plan and to include a preamble setting out the intent of the document and how to use it in future development.

**7. STAFF UPDATES ON ACTIVITIES**

**A. Highway 45 Corridor Plan**

Assistant City Administrator/Community Development Director Sean Ackerson provided an overview of the Highway 45 Corridor Plan, noting that the goals were to create uniform improvements, both public and private, along 45 Highway. The City entered into an MOU with Platte County in November 2012 to jointly fund the project and in 2013 a study was funded to help develop standards. Due to staffing and conflicting project issues, staff requested it be delayed until 2014. Ackerson added that public input would be sought and a steering committee would be created to help guide the process. Membership to the steering committee would be added to a future agenda. The project is set to kick off in March with a tour and committee meetings.

**8. CITY COMMITTEE REPORTS**

**Financial Report – month ending January 31, 2014**

Alderman Werner stated it was too early in the year to discuss trends but there were no surprises in any of the funds. He also reminded the Board there was always the issue with the timing of receipts and taxes and the summary was misleading so early in the year.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO ACCEPT THE FINANCIAL REPORT FOR THE MONTH ENDING JANUARY 31, 2014. ALL AYE, MOTION PASSED 7-0.

**9. OTHER ORGANIZATION REPORTS**

**10. MISCELLANEOUS ITEMS FROM THE BOARD**

**11. EXECUTIVE SESSION**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO ENTER INTO EXECUTIVE SESSION TO DISCUSS ATTORNEY-CLIENT PRIVILEGE AND MATTERS OF LITIGATION PER RSMO 610.021(1). ALL AYE, MOTION PASSED 7-0.

The Board entered into the Executive Session at 8:48 p.m. with the following members in attendance:

Ward 1 Alderman Kari Lamer	- present	Ward 3 Alderman Kendall Welch	- present
Ward 1 Alderman Diane Drive	- present	Ward 3 Alderman Chris Fisher	- present
Ward 2 Alderman Jim Werner	- present	Ward 4 Alderman Marc Sportsman	- present
Ward 2 Alderman Jackie Snyder	- present	Ward 4 Alderman Nan Johnston	- absent w/ prior notice

Also in attendance:  
Steve Chinn, City Attorney  
Lauren Palmer, City Administrator  
Melissa McChesney, City Clerk  
Steve Mauer, Zerger & Mauer

Discussion was limited to matters of litigation and attorney-client privilege.

**ALDERMAN SPORTSMAN MOVED TO CLOSE THE EXECUTIVE SESSION AT 9:23 P.M.; ALDERMAN DRIVER SECONDED; ALL AYE; MOTION CARRIED 7-0.**

The Board, at 9:24 p.m., reconvened in open session and Mayor Brooks announced no action was taken as a result of the executive session.

## 12. ADJOURN

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO ADJOURN THE FEBRUARY 18, 2014 REGULAR BOARD MEETING AT 9:25 P.M. ALL AYE; MOTION PASSED 7-0.**

The minutes for Tuesday, February 18, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the fourth day of March 2014.

Submitted by:

*Melissa McChesney*  
City Clerk Melissa McChesney  
2/19/2014



**1. CALL TO ORDER and ROLL CALL**

The Board of Aldermen convened a public hearing at 5:30 p.m. on Tuesday, February 18, 2014, which was called to order by Mayor Jim Brooks. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present	Ward 3 Alderman Kendall Welch	- present
Ward 1 Alderman Diane Drive	- present	Ward 3 Alderman Chris Fisher	- present
Ward 2 Alderman Jim Werner	- present	Ward 4 Alderman Marc Sportsman	- present
Ward 2 Alderman Jackie Snyder	- present	Ward 4 Alderman Nan Johnston	- absent w/ prior notice

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator  
Sean Ackerson, Asst. City Administrator/Comm. Dvlpt. Director  
Kevin Chrisman, Police Chief  
Kirk Rome, P.E., Public Works Director  
Steve Chinn, City Attorney

**2. PUBLIC HEARING**

**A. Parkville Market Place Tax Increment Financing Five-Year Review**

Mayor Brooks opened the public hearing.

Assistant City Administrator/Community Development Director Sean Ackerson provided an overview and history of the project located at the southwest corner of Bell Road and 45 Highway, as provided in the staff report and exhibits in the agenda packet. He stated the public hearing was required by state statute to review Tax Increment Financing (TIF) plans every five years to determine if the plan was progressing adequately. The Parkville Market Place TIF plan was approved by the Board in February 2008 by Ordinance No. 2396 which established the TIF plan, designated the redevelopment area, and designated TUF Flight Industries, Inc. as the redeveloper. In March 2008 the Board authorized the execution of the redevelopment agreement by Ordinance No. 2406 and reviewed the site area and proposed development. The agreement set out a schedule for improvements to be made following approval of the TIF plan, but due to the economic downturn and delays in the construction of 45 Highway. The agenda packet included a letter submitted by TUF Flight Industries summarizing the progress made to-date and highlighted accomplishments that included the dedication of right-of-way, funds contributed to the stop light signals, site modifications based on the highway improvements. The redeveloper, TUF Flight Industries, Inc. requested an extension to the redevelopment agreement.

Ackerson stated the purpose of the public hearing was to determine if adequate progress was being made toward the redevelopment project. Staff concluded that progress was satisfactory in light of the economic downturn and current economic conditions. He added that no action was required and if the Board decided to take any action it would be discretionary. In addition to determining the progress of the plan, TUF Flight Industries requested an extension of the deadlines through February 2018 which corresponded with the statutory deadline; the project must be completed within ten years of approval of the TIF plan. Ackerson noted that legal counsel advised staff to consider alternatives and staff summarized alternatives including amending the plan and agreement, terminating the plan and agreement, or taking no action. If the plan was terminated the process would start over and if no action was taken TUF Flight Industries could continue to market the property and would remain the designated redeveloper. If within ten years of the approval of the TIF Plan no redevelopment project is approved, the Board would need to take action to terminate the TIF Plan and redevelopment agreement. The agreement

included a 60 day termination notice provision if the Board decided to terminate the agreement within ten years.

Mayor Brooks invited public comments and/or questions regarding the TIF plan review. Patricia Jenson, attorney with White, Goss, Bowers, March, Shulte & Weisenfels, commented that she and the redevelopers, Pat Kelly and Marcia Burton, wanted to develop the site quickly. She added that TUF Flight Industries expended funds to meet some of the requirements of the agreement and marketed the site, but they could not predict the downturn in the economy and no taxing jurisdiction was harmed by approval of the plan. She noted for the record that she knew there was a potential for default and the agreement included a provision for excusable delays. They requested to amend the plan and agreement to provide for development until the 2018 deadline which would help to market the site. She also requested the City help with the progress of the TIF plan.

Mayor Brooks invited other comments from the public. Hearing none, he closed the hearing.

Ackerson added that staff was asking for direction to amend, terminate, or take no action on the TIF plan. It was staff's recommendation that the Board take no action.

No action was taken. The Board acknowledged staff's conclusion regarding the five-year review and progress made to-date and expressed general concurrence. The Board considered the request to extend the deadlines for TIF but opted not to take any action. The Board gave staff direction to calculate the financial impacts of the TIF at the time Platte County makes its formula for transportation sales tax distribution available with the intent to reevaluate the Board's options at that time.

### 3. ADJOURN

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO ADJOURN THE FEBRUARY 18, 2014 PUBLIC HEARING AT 6:10 P.M. ALL AYE; MOTION PASSED 7-0.**

The public hearing minutes for Tuesday, February 18, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the fourth day of March 2014.

Submitted by:

*Melissa McChesney*  
City Clerk Melissa McChesney  
2/21/2014



**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, March 4, 2014, and was called to order by Mayor Jim Brooks. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present	Ward 3 Alderman Kendall Welch	- present
Ward 1 Alderman Diane Driver	- present	Ward 3 Alderman Chris Fisher	- present
Ward 2 Alderman Jim Werner	- present	Ward 4 Alderman Marc Sportsman	- present
Ward 2 Alderman Jackie Snyder	- present	Ward 4 Alderman Nan Johnston	- present

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator  
Sean Ackerson, Asst. City Administrator/Comm. Dvlpt. Director  
Kevin Chrisman, Police Chief  
Kirk Rome, P.E., Public Works Director  
Steve Chinn, City Attorney

**2. CITIZEN INPUT**

**3. MAYOR'S REPORT**

**A. Recognition of Graden Elementary for being named a winner at the 2013 Recycle-Bowl**

Lisa McDaniel, Mid-American Regional Council, provided an overview of the competition, noting it was sponsored by Keep America Beautiful to get students involved in recycling programs. Each school recorded the amount of materials recycled and, based on a per-student rate and each winning school received \$1,000.

Linda Whisman, Librarian, stated that Graden Elementary was involved in the Leader in Me Program and families and staff collected 5,528 pounds of waste.

Mayor Brooks provided highlights of the competition and congratulated the school for its accomplishment.

**4. CONSENT AGENDA**

- A. Approve the minutes for the February 18, 2014 regular meeting
- B. Approve the minutes for the February 18, 2014 public hearing
- C. Main Street Parkville Association liquor by the drink picnic license for the 11<sup>th</sup> Annual Parkville Microbrew Festival on April 26, 2014
- D. Receive and file the Fewson Fund Annual Report for the year ended December 31, 2013
- E. Application for a sign permit for Parkville Frame Gallery, 6325 Lewis Street, Suite 115, Parkville Commons – Application SPA14-02; applicant Tony Hermelink, Art of Illumination on behalf of Parkville Frame Gallery
- F. Accounts Payable

It was noted that the suggested motion included in the online packet for item 4E was changed from “GNC” to “Parkville Frame Gallery” prior to the meeting.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS AMENDED. ALL AYE; MOTION PASSED 8-0.**

**5. ACTION AGENDA**

**A. Approve a Request for Proposals for a market feasibility and economic impact study for the intersection of Interstate 435 and Highway 45**

City Administrator Lauren Palmer stated the Request for Proposals (RFP) was for a market feasibility and economic impact study for the intersection of I-435 and Highway 45. The next step in the partnership with the Parkville Economic Development Council (EDC) was to promote development at the western entry into Parkville. Palmer noted the EDC appointed a task force in 2013 to research options including a youth sports park and ways to promote tourism and economic development in the area. It was determined the preliminary site layout could accommodate 12 fields with parking.

The RFP was drafted to identify a consulting team with four objectives: determine the feasibility of a sports park; determine the feasibility of complimentary retail and hotel uses; if the analysis does not support a sports park identify the highest and best use of the property; and summarize the direct and indirect impacts generated by the preferred development. Palmer added there was no direct financial impact. Staff would return to the Board with a contract and scope of work, which was included in the Capital Improvements Program for 2014.

Further discussion focused on the selection committee which would include one or two aldermen, two or three members of the EDC, the City Administrator, Assistant City Administrator, and possibly another staff member. Alderman Lamer volunteered to serve on the committee.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO AUTHORIZE CITY ADMINISTRATION TO ADVERTISE A REQUEST FOR PROPOSALS FOR A MARKET FEASIBILITY AND ECONOMIC IMPACT STUDY FOR THE INTERSECTION OF I-435 AND HIGHWAY 45; AND TO APPOINT ALDERMAN LAMER TO SERVE ON THE SELECTION COMMITTEE. ALL AYE; MOTION PASSED 8-0.**

**B. Approve a volunteer recognition event to appreciate local Parkville residents or Park Hill School District student volunteers at a future Board of Alderman meeting, on the Parkville website, and on social media during National Volunteer Week April 6-13, 2014**

Assistant to the City Administrator Tim Blakeslee stated he and Aldermen Welch agreed to it would be a good idea to recognize Parkville residents and Park Hill School District student volunteers. Staff would accept nominations through the end of March for anyone who lived in Parkville, attended the school district, or worked for a Parkville agency. One volunteer would be highlighted daily during volunteer week and the Board would recognize volunteers on April 15.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO APPROVE THE VOLUNTEER RECOGNITION EVENT AS DESCRIBED BY STAFF. ALL AYE; MOTION PASSED 8-0.**

**C. Public hearing to approve an ordinance for voluntary annexation of four parcels containing 2.52 acres – Case VA14-01; applicant J3-Pandi, LLC**

Assistant City Administrator/Community Development Director Sean Ackerson stated the proposed annexation was submitted by J3-Pandi LLC for the addresses 10804, 10806, 10808 and 10316 Highway 45 on the north side of the highway west of roundabout near The National. Ackerson added that 10316 Highway 45 was annexed in the early 2000's but was not properly

recorded with Platte County. The properties were evaluated to see if they had the ability to provide service and if they were logical extension of City services. Staff determined the City would be able to furnish normal services to each parcel and could be included in the existing budget. Missouri statutes required a public hearing be held for all annexations.

Mayor Brooks opened the public hearing. He invited public comments and/or questions regarding the sewer rate increase. Hearing none, he closed the public hearing.

Further discussion focused on the annexation of the other properties not within City limits. Ackerson responded that none of the property owners showed interest in annexation to-date.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2761, AN ORDINANCE ANNEXING FOUR PARCELS, OWNED BY J3-PANDI, LLC AND CONTAINING 2.52 ACRES, MORE OR LESS, INTO THE CITY OF PARKVILLE, MISSOURI BE APPROVED FOR FIRST READING. ALL AYE; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2761 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2761 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2731. ALL AYES BY ROLL CALL VOTE. AYES: JOHNSTON, WELCH, WERNER, DRIVER, LAMER, SNYDER, FISHER, SPORTSMAN; MOTION PASSED 8-0.

**D. Amend Parkville Commons plan to allow electronics and appliance recycling bin and temporary recycling events – Case PZ14-06; applicant Fivestar Lifestyles, LLC and City of Parkville**

Assistant City Administrator/Community Development Director Sean Ackerson stated that the Board approved an amendment to the Parkville Commons plan for a recycling bin but were notified by the operator that the project could not continue. In working with Parkville Commons and Tech Express, Alderman Welch identified alternatives for a private recycling vendor with the opportunity to start in May. The request was to amend the prior approval and allow staff to determine options a long-term solution and temporary events. Ackerson added staff would apply the same conditions as with other vendors with the same type of events.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO APPROVE THE AMENDMENT TO PARKVILLE COMMONS PLAN TO AND ALLOW RECYCLE BINS AND TEMPORARY RECYCLING EVENTS SUBJECT TO ADMINISTRATIVE APPROVAL BY THE COMMUNITY DEVELOPMENT DIRECTOR. ALL AYE; MOTION PASSED 8-0.

**E. Ordinance to approve a conditional use permit to allow replacement of existing brick chimney to accommodate communications antennas on the Parkville Presbyterian Church, 819 Main Street – Case PZ14-01; applicant, Verizon Wireless**

Assistant City Administrator/Community Development Director Sean Ackerson stated the request was received from Verizon Wireless to help improve downtown service. They proposed to remove the existing brick chimney and replace it with a faux stone chimney, and install ground-mounted equipment where the existing HVAC and other utilities were located. The equipment

and ground-mounted generator would be housed in a shelter and the system would be tested once a week. Ackerson added the request was reviewed against the conditional use criteria and site planning considerations and met all conditions except coverage from the street, listed in the staff recommendation. He noted the applicant agreed to the additional landscaping and testing of the equipment during early afternoon on a weekday.

Further discussion focused on the notice for the public hearing and the details of the notice compared to the packet materials, statutory obligations for the public notice, the existing screen and landscaping, and the action requested compared to prior approvals of similar actions.

Alderman Sportsman noted that he would abstain from the vote because of his connection with the church.

IT WAS MOVED BY ALDERMAN FISHER AND SECONDED BY ALDERMAN JOHNSTON THAT BILL NO. 2762, AN ORDINANCE **APPROVING A CONDITIONAL USE PERMIT TO ALLOW COMMUNICATIONS ANTENNAS ON THE PARKVILLE PRESBYTERIAN CHURCH, 819 MAIN STREET** BE APPROVED FOR FIRST READING. ALL AYE; MOTION CARRIED 7-0-1.

IT WAS MOVED BY ALDERMAN FISHER AND SECONDED BY ALDERMAN JOHNSTON THAT BILL NO. 2762 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE; MOTION CARRIED 7-0-1.

IT WAS MOVED BY ALDERMAN FISHER AND SECONDED BY ALDERMAN JOHNSTON THAT BILL NO. 2762 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2732. AYES BY ROLL CALL VOTE: JOHNSTON, WELCH, WERNER, DRIVER, LAMER, SNYDER, AND FISHER. SPORTSMAN ABSTAINED; MOTION PASSED 7-0-1.

**F. Ordinance to amend Parkville Municipal Code Chapter 405 to rezone 6.28 acres from County Agriculture District to City Business Park District – Case PZ14-04; applicant Pinnacle Career Institute with consent of Kansas City Power & Light, property owner**

Assistant City Administrator/Community Development Director Sean Ackerson noted the request was related to the next item from Pinnacle Career Institute. The property was located west of I-435 and included two existing cell towers. The request was for the northernmost tower that fronted Highway 45 which was annexed in 2001 and retained county zoning. The Planning Commission approved the rezoning on February 25 with a vote of 5-0, determined it met all existing considerations and was appropriate as proposed.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2763, AN ORDINANCE **AMENDING CHAPTER 405 OF THE PARKVILLE ZONING CODE TO REZONE 6.28 ACRES FROM COUNTY “AG” AGRICULTURE DISTRICT TO CITY “BP” BUSINESS PARK DISTRICT** BE APPROVED FOR FIRST READING. ALL AYE; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2763 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2763 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2733. ALL AYES BY ROLL CALL VOTE. AYES: JOHNSTON, WELCH, WERNER, DRIVER, LAMER, SNYDER, FISHER, SPORTSMAN; MOTION PASSED 8-0.

**G. Application for final site plan approval for a 60 foot training tower and associated classroom building in the Business Park District – Case PZ14-05; applicant, Pinnacle Career Institute**

Assistant City Administrator/Community Development Director Sean Ackerson stated the request was compatible with the staff recommended conditions that more architectural detail should be added. The Planning Commission recommended approval with a vote of 5-0. Ackerson noted that after the meeting the applicant reviewed the options for additional detail to the building and asked that it be deferred to the future; staff did not object because a building was not required. The location was chosen due to its proximity to the airport where classroom training was held.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO APPROVE THE APPLICATION FOR FINAL SITE PLAN APPROVAL FOR A 60 FOOT TRAINING TOWER AND ASSOCIATED CLASSROOM BUILDING IN THE “B-P” BUSINESS PARK DISTRICT, SUBJECT TO STAFF RECOMMENDED CONDITIONS. ALL AYE; MOTION PASSED 8-0.

**H. Ordinance to employ Tiffany Terry as part-time Public Works Department Assistant**

Public Works Director Kirk Rome noted the position was previously a full-time position but changed to two part-time positions, one for Public Works and the other for Community Development. Rome added Ms. Terry worked for the City under the Disaster Recovery Jobs Program and he requested she be hired for an average of 25 hours per week.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2764, AN ORDINANCE **HIRING TIFFANY TERRY AS THE PART-TIME PUBLIC WORKS DEPARTMENT ASSISTANT** BE APPROVED FOR FIRST READING. ALL AYE; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2764 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2764 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2734. ALL AYES BY ROLL CALL VOTE. AYES: JOHNSTON, WELCH, WERNER, DRIVER, LAMER, SNYDER, FISHER, SPORTSMAN; MOTION PASSED 8-0.

**6. STAFF UPDATES ON ACTIVITIES**

**A. Police Department**

Police Chief Kevin Chrisman provided an overview of the 2013 crime statistics, noting the goal was to work with citizens to call the police at the time of the incident and be proactive. He added the City had a propensity for theft, two categories were considered violent crimes, and he did not see a pattern to be concerned with. Chrisman credited staff and the citizens for the low numbers.

**B. Community Development**

Assistant City Administrator/Community Development Director Sean Ackerson provided an overview of the Highway 45 Steering Committee appointments, noting staff was working with Platte County on the appointments. He added he would notify the Board of the date for the first meeting once it was scheduled.

**C. Public Works**

Public Works Director Kirk Rome provided an update on the Brink Myers retaining wall, noting staff was working with The Judy Company who was waiting for warmer weather to stain and clean areas. He also noted that curb and asphalt work would be done during the summer.

**7. CITY COMMITTEE REPORTS**

**Nature Sanctuaries – Alderman Driver**

Alderman Driver reported that the work weekend was cancelled and the next one would be the last Saturday in March for honeysuckle control. She added the schedule was posted on the Parkville website.

**8. OTHER ORGANIZATION REPORTS**

**Park University – Alderman Snyder**

Alderman Snyder stated that the university was a great community asset and was the largest employer in the city. She said she was surprised to find out that it had 1,100 employees at the university location and the same at the national level.

**9. MISCELLANEOUS ITEMS FROM THE BOARD**

**10. EXECUTIVE SESSION**

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO ENTER INTO EXECUTIVE SESSION TO DISCUSS ATTORNEY-CLIENT PRIVILEGE AND MATTERS OF LITIGATION PER RSMO 610.021(1). ALL AYE; MOTION PASSED 8-0.**

The Board entered into Executive Session at 8:19 p.m. with the following members in attendance:

Ward 1 Alderman Kari Lamer	- present	Ward 3 Alderman Kendall Welch	- present
Ward 1 Alderman Diane Driver	- present	Ward 3 Alderman Chris Fisher	- present
Ward 2 Alderman Jim Werner	- present	Ward 4 Alderman Marc Sportsman	- present
Ward 2 Alderman Jackie Snyder	- present	Ward 4 Alderman Nan Johnston	- present

Discussion was limited to matters of litigation and attorney-client privilege.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JOHNSTON TO CLOSE THE EXECUTIVE SESSION AT 9:51 P.M. ALL AYE; MOTION PASSED 8-0.**

The Board returned from executive session at 9:53 p.m.

Mayor Brooks announced the Board held an executive session, pursuant to RSMo 610.021(1), and no action was taken as a result of the executive session.

**11. ADJOURN**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO **ADJOURN THE MARCH 4 2014 REGULAR BOARD MEETING AT 9:55 P.M. ALL AYE; MOTION PASSED 8-0.**

The minutes for Tuesday, March 4, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the eighteenth day of March 2014.

Submitted by:

Melissa McChesney  
City Clerk Melissa McChesney

3/7/2014



**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, March 18, 2014, and was called to order by Mayor Jim Brooks. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present	Ward 3 Alderman Kendall Welch	- absent w/ prior notice
Ward 1 Alderman Diane Driver	- present	Ward 3 Alderman Chris Fisher	- absent w/ prior notice
Ward 2 Alderman Jim Werner	- present	Ward 4 Alderman Marc Sportsman	- present
Ward 2 Alderman Jackie Snyder	- present	Ward 4 Alderman Nan Johnston	- present

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator  
Sean Ackerson, Asst. City Administrator/Comm. Dvlpt. Director  
Kevin Chrisman, Police Chief  
Kirk Rome, P.E., Public Works Director  
Steve Chinn, City Attorney

**2. CITIZEN INPUT**

**3. MAYOR'S REPORT**

**A. Proclaim March 2014 as National Athletic Training Month in Parkville**

Mayor Brooks presented the proclamation naming March 2014 as National Athletic Training Month in Parkville and with a theme of "We've Got Your Back" and urged everyone to learn more about the value of athletic training.

**B. Appointments to the Highway 45 Corridor Study Steering Committee**

Assistant City Administrator/Community Development Director Sean Ackerson stated that a study grew out of citywide master plan and Highway 45 planning to look at the corridor and create a vision and associated standards and guidelines for public and private improvements. He added the contractor was Gould Evans.

Mayor Brooks provided an overview of his recommended appointees.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JOHNSTON TO APPROVE THE APPOINTMENTS OF DAVID JONES, HILARY MURRAY, MIKE CARNEY, BOB LOCK AND TONY BORCHERS TO SERVE AS PARKVILLE'S REPRESENTATIVES ON THE 45 HIGHWAY CORRIDOR PLAN STEERING COMMITTEE. ALL AYE; MOTION PASSED 6-0.**

**4. CONSENT AGENDA**

- A. Approve the minutes for the March 4, 2014 regular meeting
- B. Approve the minutes for the March 4, 2014 work session
- C. Liquor by the drink picnic license for the 19th Annual Parkville Blues Jazz and Fine Arts River Jam June 13-14, 2014
- D. Liquor by the drink picnic license for the Platte County Republican Central Committee Election Kickoff Fundraiser at the Parkville Athletic Complex on April 5, 2014

E. Accounts Payable

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JOHNSTON TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM. ALL AYE; MOTION PASSED 6-0.

5. ACTION AGENDA

A. Approve donation agreements with the Parkville Turkey Trot and Martin Marietta Materials, Inc. for the Loop Trail in Platte Landing Park

City Administrator Lauren Palmer stated the Board approved concurrence with the construction bid for the first phase of construction of Platte Landing Park and provided direction to staff to continue to work with Platte County. She added the two donation agreements would complete the funding gap for funding of the loop trail. Parkville Turkey Trot agreed to donate \$10,000 in exchange for naming the riverfront portion of the trail the Turkey Trot Trail. Martin Marietta Materials agreed to donate limestone screenings and trail signage (estimated value of \$15,000) in exchange for naming the other legs of the trail the Martin Marietta Trail. The cooperative agreement with Platte County required both the City and County to agree on naming rights, and the item was scheduled for Platte County Commission approval on April 7. Both agreements included naming rights for ten years.

Ken Parrish, Parkville Turkey Trot, provided a history of the annual Turkey Trot event and the Riegelman Memorial Trail at English Landing Park. He added that Turkey Trot's mission for events was to help maintain the trails.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JOHNSTON TO APPROVE THE DONATION AGREEMENTS WITH THE PARKVILLE TURKEY TROT AND MARTIN MARIETTA MATERIALS, INC. FOR THE LOOP TRAIL IN PLATTE LANDING PARK. ALL AYE; MOTION PASSED 6-0.

Palmer also recognized Chris Bollinger of Martin Marietta Materials and the Board thanked him for the donation.

B. Approve an agreement with the Northland Lacrosse Club for use of the City property generally known as Vikings Field

City Administrator Lauren Palmer stated the Northland Lacrosse Club was a non-profit local club team of seventh grade students. They requested use of the field for practice for ten weeks, two evenings per week. The City had an existing agreement with the Parkville Vikings Football Club which required the City to consult with them for additional considerations before entering into agreements with other groups. Tommy Ryan, Vikings Football Club, spoke with Northland Lacrosse Club and agreed to considerations to minimize damage to the field. Staff negotiated a draft use agreement under similar terms as the Vikings, including paying for maintenance and prohibited use of electricity and water. Palmer added that since the packet was distributed she spoke with the Vikings and they approved of the agreement, so the Board did not need to authorize her to finalize the agreement.

Concerns were raised on use of the water at the field. Palmer responded that could the City's agreement with the Vikings provided adequate protection against unauthorized water usage, but the City could offer to allow the Vikings to install a lock on the hydrant if desired. Further

discussion focused on a lock on the hydrant and who would be accountable if the water were used.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JOHNSTON TO AUTHORIZE AN AGREEMENT WITH THE NORTHLAND LACROSSE CLUB FOR THE USE OF VIKINGS FIELD, WITH THE RECOMMENDATION TO HAVE THE ABILITY TO MONITOR WATER USAGE MOVING FORWARD. ALL AYE; MOTION PASSED 6-0.**

**C. Adopt the Flood Protection Study (Downtown and English Landing Park) as completed by engineers at CDM Smith in conjunction with the U.S. Army Corps of Engineers and City staff**

Public Works Director Kirk Rome stated the study was presented to the Board at a work session in June 2013 by the U.S. Army Corps of Engineers. He provided an overview of the presentation from the work session, appended hereto as Exhibit A.

Public Works Director Kirk Rome stated the study was presented to the Board at a work session in June 2013 by the U.S. Army Corps of Engineers (COE). The COE commissioned a \$50,000 study as part of the Planning Assistance to States Program and was divided between the City and the COE, each paying half of the cost. The study evaluated alternatives for integrated, cost-efficient and effective flood protection for downtown and English Landing Park, looked at newer technologies, and addressed issues such as extensive pre-flood mitigation efforts, long-term park closures and restorations.

Rome provided an overview of the presentation from the work session, appended hereto as Exhibit A. He said the desired level was the one percent chance or 100 year flood event at an elevation of 760 feet. Slide 8 of the presentation provided images of various flood protection systems. Rome added that the metal walls, in a flood event, would cross Highway 9 and East and Main streets. Benefits of the concrete and metal walls included limited maintenance, easy installation, and would allow part of the flood insurance to be removed from the floodplain. The estimated cost of the project was \$2.4 million.

The study also looked at alternatives at English Landing Park, including a six foot tall berm following the trail and the east side of White Alloe Creek; a one to three foot tall berm; and to create an account to fund the rebuilding of the park after a flood event. Rome also reviewed the estimated costs for the alternatives. Further discussion focused on raising the trail and berm and what would happen if flood waters filled the park. Rome added there would be sufficient alignment if the City wanted to build it in the future that would require multiple considerations prior to doing the work, including maintaining vegetation and drainage. Rome continued the presentation by reviewing the trail segments and historical water levels since 1990.

The COE appropriated \$50,000 for a feasibility study and to begin developing a preliminary cost-benefit analysis to include gathering site data, collecting existing utility data, and the preliminary cost-benefit analysis. Rome noted that if the cost-benefit analysis appeared favorable the COE would approach the City to enter into a cost share agreement, for any costs above \$100,000, to complete the study. If the feasibility study concluded that the area had a cost-benefit analysis greater than one the City could pursue future grants to design and build the flood protection improvements.

Concerns from the Board were raised about the effect on English Landing Center, subdivision entrances blocked by flooding, and the entrance to Park University in flooding events. Rome responded that the issues could be addressed in a future phase. Further discussion focused on cost

options for the different types of barriers and the Section 1135 program. The next step was to accept the study and conduct a cost-benefit analysis. If the analysis, which could be done by fall, exceeded \$100,000 the City would be responsible for half of the overage amount. Rome added the project would not move forward to future phases without the city's input.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JOHNSTON TO ACCEPT THE FLOOD PROTECTION STUDY AS CREATED BY CDM SMITH AND DIRECT STAFF TO CONTINUE TO WORK WITH THE CORPS OF ENGINEERS ON A PRELIMINARY FEASIBILITY STUDY FOR THE PROTECTION OF DOWNTOWN. ALL AYE; MOTION PASSED 6-0.**

## **6. STAFF UPDATES ON ACTIVITIES**

### **A. Public Works**

Public Works Director Kirk Rome updated the Board on the household hazardous waste event to be held at Riverside's E.H. Young Riverfront Park on October 4. He would continue to work with the Mid-America Regional Council and Riverside on options for next year's event. One option was Platte Landing Park, but would need to verify space was adequate on a Saturday after the park opened.

Rome also provided an update on the Brink Myers retaining wall, noting the staining was completed and seeding was the next step. The curb and asphalt work would be done in the summer. .

He also provided an update on Platte Landing Park, noting that contractors were working to pour concrete, he spoke with the engineer and County staff about drainage issues, and seeding of the dog area was moving forward to be ready for the park opening. He added that smaller project, like electrical relocation, is being done by City staff.

### **B. Police Department**

Police Chief Kevin Chrisman provided an overview of the January 2014 crime statistics, noting there were no significant events. He added that the current staffing level allowed him to patrol the I-435 area.

Chrisman also updated the Board on the fire at the Nature Sanctuary and thanked the fire department, police department, and Riss Lake residents who helped.

## **7. CITY COMMITTEE REPORTS**

### **Financial Reports – Alderman Werner**

Alderman Werner stated the General Fund was in good shape, with revenues on the high side and expenses on the low side compared to the prior year. He added that by the end of the year the additional General Fund money would help increase the Emergency Reserve Fund if executed as planned.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JOHNSTON TO ACCEPT THE FINANCIAL REPORT FOR THE MONTH ENDING FEBRUARY 28, 2014. ALL AYE; MOTION PASSED 6-0.**

**8. OTHER ORGANIZATION REPORTS**

**Parkville Economic Development Council – Alderman Johnston**

Alderman Johnston introduced Greg Foss, Parkville Economic Development Council Director. Mr. Foss reviewed Platte County's 2013 Business Retention Report, appended hereto as Exhibit B, noting that Parkville was involved in four of the 33 companies and 20 were looking to expand in the next three years. Highlights included good education and business growth and increased market share, while workforce and transportation were concerns. Foss added there were changes in committee structures, including the Parkville Trading Company worked with four Park University students, and one designed a chair looked at a patent for the product, a new committee created from the prior year's infrastructure committee called the Project Resource Task Force to identify funding sources to assist with infrastructure, and the West Edge Task Force name was changed to the Parkville Sports Village Task Force because of the concept plan being shared with others. He added the Request for Proposals approved by the Board on March 4 for the feasibility and economic impact study was sent to 19 firms. Foss added he was the vice-chair of the Northland Regional Chamber's committee.

**Banneker School – Mayor Brooks**

Mayor Brooks noted he would be leaving the Banneker School Board of Directors and was looking for an alderman interested in serving in the position.

**9. MISCELLANEOUS ITEMS FROM THE BOARD**

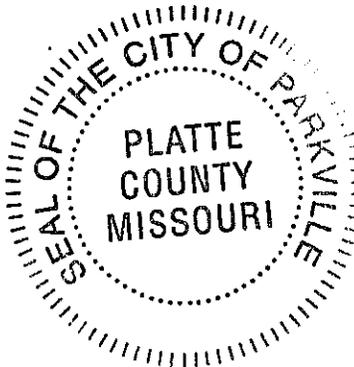
**10. ADJOURN**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JOHNSTON TO **ADJOURN THE MARCH 18, 2014 REGULAR BOARD MEETING AT 8:45 P.M. ALL AYE; MOTION PASSED 6-0.**

The minutes for Tuesday, March 18, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the first day of April 2014.

Submitted by:

  
City Clerk Melissa McChesney – 3/21/2014



**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, April 1, 2014, and was called to order by Mayor Jim Brooks. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present	Ward 3 Alderman Kendall Welch	- present
Ward 1 Alderman Diane Driver	- present	Ward 3 Alderman Chris Fisher	- present
Ward 2 Alderman Jim Werner	- present	Ward 4 Alderman Marc Sportsman	- present
Ward 2 Alderman Jackie Snyder	- present	Ward 4 Alderman Nan Johnston	- present

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator  
Sean Ackerson, Asst. City Administrator/Comm. Dvlpt. Director  
Kevin Chrisman, Police Chief  
Kirk Rome, P.E., Public Works Director  
Steve Chinn, City Attorney

**2. CITIZEN INPUT**

**3. SPECIAL RECOGNITION FOR MAYOR BROOKS**

City Administrator Lauren Palmer thanked Mayor Brooks for his work as mayor and his support of her position, and presented him and his wife Rebecca with gifts. Mayor Brooks thanked everyone.

**4. MAYOR'S REPORT**

**A. Proclaim April 6-13, 2014 as National Volunteer Week**

Mayor Brooks presented the proclamation for National Volunteer Week to Alderman Welch. Staff received 14 complete nominations, ranging from Girl Scout Leaders to community outreach, and would honor five at the April 15 Board meeting. He also added that one nominee would be honored each day on the City's Facebook page and the website from April 7 through April 11. Mayor Brooks thanked Alderman Welch and Tim Blakeslee for their work on the event.

**5. CONSENT AGENDA**

**A. Approve the minutes for the March 18, 2014 regular meeting**

**B. Approve a three-year lease extension with the Parkville Economic Development Council for office space at City Hall**

**C. Approve an agreement with Prodigy Baseball for use of Grigsby Field and Field No. 3**

**D. Accounts Payable**

Alderman Welch requested that Item B be removed from the consent agenda, noting she had concerns about the length of the lease.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR ITEMS A, C AND D. ALL AYE; MOTION PASSED 8-0.

**6. ACTION AGENDA**

**A. Approve a settlement agreement in the matter of Agnes J. Otjen v. City of Parkville, Missouri**

City Administrator Lauren Palmer stated the item was to approve an out-of-court settlement agreement related to the Brush Creek Drainage Area Neighborhood Improvement District (NID), obligating the City to pay a maximum amount of \$120,000 toward the NID assessment payments on the property. Staff anticipated a reimbursement of approximately \$104,000 and recommended it be applied to the settlement award, with the remainder to be paid out of the General Fund's litigation services line item, allowing the Emergency Reserve Fund to maintain its balance.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO APPROVE THE SETTLEMENT AGREEMENT IN THE MATTER OF *AGNES J. OTJEN V. CITY OF PARKVILLE, MISSOURI* IN THE AMOUNT OF \$120,000. ALL AYE; MOTION PASSED 8-0.

**B. Approve a resolution to authorize offering for sale limited general obligation bonds for the Brush Creek Drainage Area Neighborhood Improvement District**

City Administrator Lauren Palmer explained all improvements related to the Brush Creek Drainage Area NID were complete to proceed with permanent financing. With Board approval staff would initiate the process and prepare documents to market the bonds for sale; the process included completing the official statement, bond rating and the final bond sale was scheduled for May 20. The item would come back before the Board to finalize the terms of the sale and the Finance Committee will be given an update on May 12 when more information would be available regarding interest rates and the financing schedule. Palmer added that the first two years would be interest only payments to help allow time to work with partners to drive development in the area. She stated there was no direct budget impact and staff anticipated an approximate \$104,000 reimbursement. Brian Kidney, Springsted Financial, explained that the estimated cost of \$5,445,000 was subject to change during the process and the reimbursement came from a higher reserve than what was needed, a discount fee due to the underwriter, and low interest rates.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO APPROVE RESOLUTION NO. 04-01-14 AUTHORIZING THE OFFERING FOR SALE OF APPROXIMATELY \$5,445,000 OF LIMITED GENERAL OBLIGATION BONDS FOR THE BRUSH CREEK DRAINAGE AREA NEIGHBORHOOD IMPROVEMENT DISTRICT. ALL AYE; MOTION PASSED 8-0.

**C. Approve an ordinance to assess the final costs of the improvements for the Brink Meyer Road Neighborhood Improvement District**

City Administrator Lauren Palmer stated all improvements were complete and ready to proceed with notice of the assessments, estimated at \$3,960,000. With the Board's approval, staff would send notices of assessments to property owners and proceed with permanent financing.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2765, AN ORDINANCE FINDING THE AMENDED BRINK MEYER ROAD NEIGHBORHOOD IMPROVEMENT DISTRICT PROJECT TO BE COMPLETED AND ASSESSING THE COSTS OF THE PROJECT AGAINST THE PROPERTY OWNER, BE APPROVED FOR FIRST READING. ALL AYE; MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2765 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE; MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2765 BE APPROVED ON SECOND READING TO BECOME

ORDINANCE NO. 2735. ALL AYES BY ROLL CALL VOTE. AYES: JOHNSTON, WELCH, WERNER, DRIVER, LAMER, SNYDER, FISHER, SPORTSMAN; MOTION PASSED 8-0.

*Bill No. 2765 was posted March 14, 2014.*

**D. Approve a resolution to authorize offering for sale the limited general obligation bonds for the Brink Meyer Road Neighborhood Improvement District**

City Administrator Lauren Palmer noted that staff was ready to send notices to property owners of the assessments. Board action would authorize the completion of documents to market the bonds for sale. She added the Brink Meyer Road NID was on a parallel track with the Brush Creek NID and both would be brought back to the Board on the same schedule, which was for the Finance Committee on May 12 to receive an update and for the Board's review on May 20. The estimated cost was \$3,960,000 and interest only payments for the first two years would allow additional time for development.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO APPROVE RESOLUTION NO. 04-02-14 AUTHORIZING THE OFFERING FOR SALE OF APPROXIMATELY \$3,960,000 OF LIMITED GENERAL OBLIGATION BONDS FOR THE BRINK MEYER ROAD AREA NEIGHBORHOOD IMPROVEMENT DISTRICT. ALL AYE; MOTION PASSED 8-0.

**E. Approve an ordinance employing Mary Ann Hauth as part-time City Hall receptionist**

City Clerk Melissa McChesney explained two vacant receptionist positions were open due to a promotion and a retirement. Staff determined the part-time arrangement of each alternating days was still the best option and she added the positions were within the amount budgeted for 2014.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2766, AN ORDINANCE HIRING MARY ANN HAUTH AS A CITY HALL RECEPTIONIST, BE APPROVED FOR FIRST READING. ALL AYE; MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2766 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE; MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2766 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2736. ALL AYES BY ROLL CALL VOTE. AYES: JOHNSTON, WELCH, WERNER, DRIVER, LAMER, SNYDER, FISHER, SPORTSMAN; MOTION PASSED 8-0.

*Bill No. 2766 was posted March 14, 2014.*

**F. Approve an ordinance employing Shannon DiMaggio as part-time City Hall receptionist**

City Clerk Melissa McChesney noted that the action was to employ the second receptionist at City Hall.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2767, AN ORDINANCE HIRING SHANNON DIMAGGIO AS A CITY HALL RECEPTIONIST, BE APPROVED FOR FIRST READING. ALL AYE; MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2767 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE; MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2767 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2737. ALL AYES BY ROLL CALL VOTE. AYES: JOHNSTON, WELCH, WERNER, DRIVER, LAMER, SNYDER, FISHER, SPORTSMAN; MOTION PASSED 8-0.

*Bill No. 2767 was posted March 14, 2014.*

**G. Approve a three-year lease extension with the Parkville Economic Development Council for office space at City Hall**

Aldermen Welch stated she was concerned with the one-year lease term and noted she would like to see a similar arrangement to that of the Parkville Chamber of Commerce. Discussion focused on the difference between the Chamber and the Economic Development Council.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO APPROVE THE THREE-YEAR LEASE EXTENSION WITH THE PARKVILLE ECONOMIC DEVELOPMENT COUNCIL FOR SPACE AND FURNISHINGS AT CITY HALL. AYES BY ROLL CALL VOTE: JOHNSTON, WERNER, DRIVER, LAMER, SNYDER, FISHER, SPORTSMAN; NAYS: WELCH. MOTION PASSED 7-1.

**7. STAFF UPDATES ON ACTIVITIES**

**8. CITY COMMITTEE REPORTS**

**Environmental – Alderman Welch**

Alderman Welch reported that Vintage Tech in Riverside would be open the last Saturdays in May, June and July for free electronics recycling. She added that depending on the volume received it might continue for future months.

**9. OTHER ORGANIZATION REPORTS**

**10. MISCELLANEOUS ITEMS FROM THE BOARD**

Mayor Brooks noted it was his last meeting as mayor because he would not be able to attend the April 15 Board meeting. He added that he served on the Board since July 2006 as an alderman and was the mayor for two years. He said he appreciated working with staff and the other aldermen over the years.

**11. ADJOURN**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JOHNSTON TO ADJOURN THE APRIL 1, 2014 REGULAR BOARD MEETING AT 7:44 P.M. ALL AYE; MOTION PASSED 6-0.

The minutes for Tuesday, April 1, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the fifteenth day of April 2014.

Submitted by:

*Melissa McChesney*  
City Clerk Melissa McChesney – 4/2/2014



**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, April 15, 2014. Mayor Brooks was absent with prior notice. The meeting was called to order by Acting President of the Board Marc Sportsman. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present	Ward 3 Alderman Kendall Welch	- present
Ward 1 Alderman Diane Driver	- present	Ward 3 Alderman Chris Fisher	- present
Ward 2 Alderman Jim Werner	- present	Ward 4 Alderman Marc Sportsman	- present
Ward 2 Alderman Jackie Snyder	- present	Ward 4 Alderman Nan Johnston	- present

A quorum of the Board of Aldermen was present.

The following staff were also present: Lauren Palmer, City Administrator  
Sean Ackerson, Asst. City Administrator/Comm. Dvlpt. Director  
Kevin Chrisman, Police Chief  
Kirk Rome, P.E., Public Works Director  
Steve Chinn, City Attorney

**2. MUNICIPAL ELECTION RESULTS**

**A. Ordinance to canvass the election returns for the April 8, 2014, general municipal election**

IT WAS MOVED BY ALDERMAN FISHER AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2768, AN **ORDINANCE CANVASSING THE ELECTION RETURNS OF THE APRIL 8, 2014, GENERAL MUNICIPAL ELECTION**, BE APPROVED ON FIRST READING. ALL AYE; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN FISHER AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2768 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN FISHER AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2768 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2738. ALL AYES BY ROLL CALL VOTE. AYES: JOHNSTON, WELCH, WERNER, DRIVER, LAMER, SNYDER, FISHER AND SPORTSMAN; MOTION PASSED 8-0.

*Bill No. 2768 was posted April 11, 2014.*

**B. Oaths of Office administered by the City Clerk**

The City Clerk administered the oaths of office to Mayor-elect Nan Johnston and aldermen-elect Kari Lamer, Dave Rittman, David Jones, and Marc Sportsman.

**PLEDGE OF ALLEGIANCE**

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

**Recognition of outgoing Aldermen**

Mayor Nan Johnston thanked outgoing aldermen Jackie Snyder and Chris Fisher for their dedicated service to the City of Parkville and presented gifts to them and their spouses.

**3. CITIZEN INPUT**

No input.

**4. MAYOR'S REPORT**

Mayor Johnston noted there were vacancies on various boards and commissions and those interested in serving could visit the website for more information. She also noted the appointment of the Ward 4 alderman would take place in the next few weeks.

**A. Proclaim April 25, 2014 as Arbor Day**

Mayor Johnston read the proclamation for Arbor Day. Public Works Director Kirk Rome noted that the City spent about \$5,000 on tree trimming and \$10,000 is budgeted in 2014 for planting and maintaining new trees. An Arbor Day celebration is scheduled for April 25.

**B. Volunteer Week Recognitions**

Mayor Johnston presented certificates to the following volunteers: Carla Dods, leader of Girl Scout Troop 337; 2013 Main Street Parkville Association (MSPA) board members Carol Kuhns, Treasurer in 2013 and co-chair for Christmas on the River; Cathy Kline, vice-chair of MSPA in 2013 and served on Parkville Community Development Corporation Board; Deborah Butcher, chair of MSPA in 2013 and restructured its policies and procedures; Genevra Boucher, secretary of MSPA in 2013 who also served on committees and volunteered at festivals; and Cory Miller, member of the Parkville Economic Development Council, Community Land and Recreation Board, and other local groups who also helped found the Friends of the Parkville Parks. Those recognized not in attendance were Deb Ayers, volunteer with the Park Hill South band program and who helped sew the Park Hill South Spirit Flag; and Glen McKahan who helped with the continued success of Cruise Nights hosted by the MSPA and provided direction to help the Farmers Market.

**C. Finance Committee appointments for Ward 3 and Ward 4**

Mayor Johnston recommended the appointments of Alderman Jones and Alderman Sportsman to the Finance Committee.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE THE APPOINTMENT OF ALDERMAN JONES FOR WARD 3 AND ALDERMAN SPORTSMAN FOR WARD 4 TO THE FINANCE COMMITTEE. ALL AYE; MOTION PASSED 7-0.**

**5. CONSENT AGENDA**

- A. Approve the minutes for the April 1, 2014 regular meeting
- B. Accept the Semi-Annual Financial Report for the second half of 2013 and direct City Administration to publish in the newspaper
- C. Approve an agreement extension with Bruce Culley, C.P.A., P.C. for one year to complete auditing services related to FY 2013
- D. Approve Accounts Payable from March 25 through April 8, 2014

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS AMENDED. ALL AYE; MOTION PASSED 7-0.**

**6. ACTION AGENDA**

**A. Approve an ordinance to repeal and replace Parkville Municipal Code Section 110.010 changing the term of mayor to three years and the day of the general election**

City Clerk Melissa McChesney explained on April 8, 2014, voters approved a change in the mayor's term from two to three years that would become effective for the April 2016 election. In addition to the term change, the request also included matching the day of the general election per RSMo §115.121 to the first Tuesday after the first Monday in April.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2769, AN **ORDINANCE REPEALING AND REPLACING PARKVILLE MUNICIPAL CODE CHAPTER 110, SECTION 110.010 TO CHANGE THE TERM OF OFFICE OF MAYOR TO THREE YEARS AND THE DAY OF THE GENERAL ELECTION TO THE FIRST TUESDAY AFTER THE FIRST MONDAY IN APRIL**, BE APPROVED ON FIRST READING. ALL AYE; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2769 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2769 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2739. ALL AYES BY ROLL CALL VOTE. AYES: WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES, SPORTSMAN; MOTION PASSED 7-0.

*Bill No. 2769 was posted April 11, 2014.*

**B. Approve an ordinance to amend Parkville Municipal Code Chapter 405 to rezone 2.52 acres, more or less, from County "R-25" Single-Family Large Lot District to City "B-4" Planned Business District – Case PZ14-02; J3-Pandi, LLC, owner**

Assistant City Administrator/Community Development Director Sean Ackerson stated the request was to rezone four parcels, approximately 2.52 acres, previously annexed by the Board in March. He added the Planning and Zoning Commission approved the request 5-1 and verified it was compatible with the zoning requirements. Ackerson explained that the subsequent action was to approve a development plan.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2770, AN **ORDINANCE AMENDING CHAPTER 405 OF THE PARKVILLE ZONING CODE TO REZONE 2.52 ACRES, MORE OR LESS, FROM COUNTY "R-25" SINGLE-FAMILY LARGE LOT DISTRICT TO CITY "B-4" PLANNED BUSINESS DISTRICT**, BE APPROVED ON FIRST READING. ALL AYE; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2770 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2770 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2740. ALL AYES BY ROLL CALL VOTE. AYES: WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES, SPORTSMAN; MOTION PASSED 7-0.

*Bill No. 2770 was posted April 11, 2014.*

C. **Approve a preliminary development plan for the Village at the National – an office and commercial development on approximately 9.5 acres – Case PZ14-03; J3-Pandi, LLC, owner**

Assistant City Administrator/Community Development Director Sean Ackerson stated the preliminary development plan, was for an office/commercial development on approximately 9.5 acres, including the 2.52 acres rezoned in the previous item. He added the Planning and Zoning Commission recommended approval of the item at the May 8<sup>th</sup> meeting. If approved, the application could proceed to final engineering and improvement plans and final development plan approval. Ackerson added that if any substantial changes were proposed or required, the applicant would have to resubmit a new preliminary development plan for the Board's approval. If the Board approved the preliminary development plan, the applicant would move forward with Phase A in the summer and the subsequent phases were market-dependent. Further discussion focused on Fivestar Lifestyle's original desire for the property, long-term maintenance of the proposed building, proximity to the golf course, effect on abutting property owners during construction, access from Highway 45, landscape screening and visibility.

Bob Brandum, 6420 Bunker Hill, commented he was a Parkville resident for 17 years and lived at The National for four years, adding that he realized the importance of the project and asked that the developers be held to the standards presented. He also noted his concerns about the possible effect on property values.

Linda Brandum, 6420 Bunker Hill, shared her concerns with the proposed building, landscaping, traffic, security, restaurant, and parking. She added she spoke with the Platte County Sheriff about the excess traffic at the roundabout. Ackerson responded that the proposed drive-through restaurant was specific to the development plan and the approved rezoning allowed a list of options for uses, which was provided in the agenda packet.

Tony Borchers, Fivestar Lifestyles, provided an overview of the proposed development as a mixed-use project and a history of the acquisition of the properties. He discussed the proposed landscaping, effects on abutting properties owners during construction, sewers, parking, and access to the new development from Highway 45.

John Gaar, Finkle Williams Architecture, noted that approximately 50 percent of the western half of the property would be exposed to the golf course or residences and an additional berm could be added to the landscaping to provide more screening.

Ackerson explained that if approved by the Board the next steps would be to proceed with the engineering and final development plans for Phase A which was anticipated to come before the Planning and Zoning Commission and Board of Aldermen in June. He added the subsequent phases would be brought forward in the future and the Planning and Zoning Commission would receive public input at that time.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE VILLAGE AT THE NATIONAL PRELIMINARY DEVELOPMENT PLAN SUBJECT TO STAFF RECOMMENDED CONDITIONS. ALL AYE; MOTION CARRIED 7-0.

**D. Approve an ordinance employing Curtis Whitby as a full-time laborer assigned to the Street Division of the Public Works Department or a part-time seasonal maintenance worker in the Parks Department.**

Public Works Director Kirk Rome stated that Mr. Whitby worked under the Disaster Recovery Jobs Program since fall and demonstrated skills necessary to continue to work for the City. He added the position was budgeted in 2014 from the Transportation Fund, which was expected to be depleted by the end of the year. Rome stated the Board could alternately hire Mr. Whitby as a seasonal maintenance worker for the Parks Division. The seasonal position was budgeted in 2014 to support Platte Landing Park. He explained the effects on the workload, if the position was not filled, that included a 20 percent reduction in street maintenance work for the summer and a reduction in the level of service. Further discussion focused on the status of the Transportation Fund and distribution of Platte County Transportation sales taxes. The Board directed staff to further evaluate the transportation fund and impacts to the 2015 budget prior to filling the full-time street laborer position. They instead discussed it being more appropriate at this time to fill the Parks seasonal laborer position.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2771, AN **ORDINANCE HIRING CURTIS WHITBY AS A PART-TIME, SEASONAL LANDSCAPE MAINTENANCE WORKER FOR THE PARKS DIVISION OF THE PUBLIC WORKS DEPARTMENT**, BE APPROVED FOR FIRST READING. ALL AYE; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2771 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2771 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2741. ALL AYES BY ROLL CALL VOTE. AYES: WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES, SPORTSMAN; MOTION PASSED 7-0.

*Bill No. 2771 was posted April 11, 2014.*

**E. Approve an ordinance employing David Zdvorak as a summer intern for the Public Works Department**

Public Works Director Kirk Rome explained the position was for a summer engineering intern to help with project inspections, including Thousand Oaks 13<sup>th</sup> Plat Phase B, grading, street, curb and gutter, and other public infrastructure construction projects. He added that Mr. Zdvorak was a civil engineering student at Missouri University of Science and Technology and was eager to return to the area. The position was budgeted in 2014 at approximately \$8,000.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2772, AN **ORDINANCE HIRING DAVID ZDVORAK AS A SUMMER ENGINEERING INTERN FOR THE PUBLIC WORKS DEPARTMENT**, BE APPROVED FOR FIRST READING. ALL AYE; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2772 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2772 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2742. ALL AYES BY ROLL CALL VOTE. AYES: WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES, SPORTSMAN; MOTION PASSED 7-0.

*Bill No. 2772 was posted April 11, 2014.*

**F. Approve an ordinance to hire Dave Williams as temporary part-time Parks Division laborer**

Public Works Director Kirk Rome requested the item be postponed.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2773, AN **ORDINANCE HIRING DAVID WILLIAMS AS A SEASONAL LANDSCAPE MAINTENANCE WORKER FOR THE PARKS DIVISION OF THE PUBLIC WORKS DEPARTMENT**, BE POSTPONED TO THE MAY 6 MEETING. ALL AYE; MOTION CARRIED 7-0.

**7. STAFF UPDATES ON ACTIVITIES**

**A. Police Department**

Police Chief Kevin Chrisman provided an overview of the crime statistics for January through February 2014.

**B. Community Development**

Assistant City Administrator/Community Development Director Sean Ackerson provided an update on the Highway 45 Corridor Plan, noting that he received notice that Platte County was set to make their appointments to the steering committee on April 21 and the first anticipated committee meeting was for the last week in May and the first public meeting in June.

He also provided an update to the TIGER grant applicant which the Finance Committee gave staff direction to pursue for improvements on Highway 9. The estimated cost was \$1.7 million and at the time the federal grant administrator stated there was no local matching fund requirement. Ackerson added that after completing the pre-qualification process and grant training, staff learned there was a 20 percent local match which was approximately \$340,000 and would not pursue the grant.

**C. Public Works**

Public Works Director Kirk Rome reminded the Board of the Recycling Extravaganza scheduled on April 26 at the Damon Pursell lot, noting that most items would be collected for free. He added the event was a partnership with the Mid-America Regional Council, Missouri Department of Natural Resources, and the City of Riverside. He also provided an update on the Highway 45 Phase C widening and noted an open house/public hearing was scheduled on April 22 to discuss the schedule and preliminary plan, which was similar to Phase B except it would have a narrower concrete median.

**8. CITY COMMITTEE REPORTS**

**Farmers Market – Alderman Driver**

Alderman Driver noted that opening day for the Farmer's Market was April 26.

**Financial Report for month ending March 31, 2014 – Alderman Werner**

Alderman Jim Werner noted the Sewer and General funds were in good shape in the first quarter and policy dictated there be 25 percent in the Emergency Reserve Fund and the City had 27 percent.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ACCEPT THE FINANCIAL REPORT FOR THE MONTH ENDING MARCH 31, 2014. ALL AYE; MOTION PASSED 7-0.**

**Nature Sanctuaries – Alderman Driver**

Alderman Driver noted the next work day for volunteers was April 22 and Day Camp openings for eight to ten year olds were available.

**9. OTHER ORGANIZATION REPORTS**

**10. MISCELLANEOUS ITEMS FROM THE BOARD**

**11. EXECUTIVE SESSION**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ENTER INTO EXECUTIVE SESSION TO DISCUSS ATTORNEY-CLIENT PRIVILEGE AND MATTERS OF LITIGATION, PURSUANT TO RSMO 610.021(1) AND REAL ESTATE PURSUANT RSMO 610.021(2). ALL AYE; MOTION PASSED 7-0.

The Board entered into Executive Session at 9:07 p.m. with the following members in attendance:

Ward 1 Alderman Kari Lamer	- present	Ward 3 Alderman Kendall Welch	- present
Ward 1 Alderman Diane Driver	- present	Ward 3 Alderman David Jones	- present
Ward 2 Alderman Jim Werner	- present	Ward 4 Alderman Marc Sportsman	- present
Ward 2 Alderman Dave Rittman	- present		

Discussion was limited to matters of attorney-client matters pursuant and real estate.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO CLOSE THE EXECUTIVE SESSION AT 9:51 P.M. ALL AYE; MOTION PASSED 7-0.**

The Board, at 10:09 p.m., reconvened in open session of the Board of Aldermen meeting.

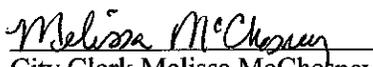
Mayor Johnston announced the Board held an executive session, pursuant to RSMo 610.021(1) and RSMo 610.021(2), and no action was taken as a result of the executive session.

**12. ADJOURN**

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE APRIL 15, 2014 REGULAR BOARD MEETING AT 10:09 P.M. ALL AYE; MOTION PASSED 7-0.**

The minutes for Tuesday, April 15, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the sixth day of May 2014.

Submitted by:

  
City Clerk Melissa McChesney – 4/30/2014

2014-039



**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, May 6, 2014, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present	Ward 3 Alderman Kendall Welch	- present
Ward 1 Alderman Diane Driver	- present	Ward 3 Alderman David Jones	- present
Ward 2 Alderman Jim Werner	- present	Ward 4 Alderman Marc Sportsman	- present
Ward 2 Alderman Dave Rittman	- present	Ward 4 Alderman Greg Plumb	- present

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator  
Sean Ackerson, Asst. City Administrator/Comm. Dvlpt. Director  
Kevin Chrisman, Police Chief  
Kirk Rome, P.E., Public Works Director  
Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

**2. CITIZEN INPUT**

**3. MAYOR'S REPORT**

**A. Present a Certificate of Recognition to the Park University Men's Volleyball Team**

Mayor Johnston presented a certificate to the Park University Men's Volleyball Team for winning the 2014 NAIA National Invitation Tournament for the fourth time in university history. She also congratulated Rob Cordero for being named most valuable player and Coach Talamantes for being named the NAIA coach of the year.

**B. Appoint Tabb Reese to the Planning & Zoning Commission through May 2015**

Mayor Johnston requested the item be postponed to future meeting.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **POSTPONE THE APPOINTMENT TO A FUTURE DATE. ALL AYE, MOTION PASSED 8-0.**

**C. Appoint Alderman Plumb as liaison to the Friends of the Parkville Animal Shelter**

Mayor Johnston explained the mayor was allowed to make appointments, with the consent of the Board of Aldermen, for aldermen to serve as liaisons to boards, commissions and committees. She recommended appointing Alderman Plumb as the liaison to the Friends of the Parkville Animal Shelter.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **APPOINT ALDERMAN PLUMB AS LIAISON TO THE FRIENDS OF THE PARKVILLE ANIMAL SHELTER. AYES: WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES, AND SPORTSMAN; ABSTAIN: PLUMB. MOTION PASSED 7-0-1.**

**D. Fewson Fund Update**

Mayor Johnston provided a history of George Fewson and the donation of his estate to the City. She stated a trust had been established and half of the donation given to the City was for general projects and the remaining half was for project fund principal.

Alderman Werner provided a history of the Fewson Fund and shared his concern about the management fees, noting the rules for the funds included investing in secure instruments, using the funds for capital projects, providing two-thirds of the fund for use by the City, and repayment provisions. The Fewson Fund committee would review options for different projects and present their recommendation to the Board of Aldermen.

**4. CONSENT AGENDA**

- A. Approve the minutes for April 15, 2014 regular meeting (approve)
- B. Resolution No. 05-01-14 to name Steve Berg, Jim Werner and Marc Sportsman as financial signatories for the City (approve)
- C. Approve Accounts Payable for April 8 through April 29, 2014 (approve)

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYE, MOTION PASSED 8-0.**

**5. ACTION AGENDA**

**A. Appoint an Acting President of the Board**

City Clerk Melissa McChesney explained the Municipal Code stated that at the first regular meeting of the Board of Aldermen following a city election the Board was to select an alderman to serve as acting president in the Mayor's absence. Alderman Sportsman had served in the position since 2012.

**IT WAS MOVED BY ALDERMAN PLUMB AND SECONDED BY ALDERMAN WERNER TO APPOINT ALDERMAN SPORTSMAN AS ACTING PRESIDENT OF THE BOARD THROUGH MAY 2015. ALL AYE, MOTION PASSED 8-0.**

**B. Authorize a contract with Convention, Sports & Leisure, Inc. for a market feasibility and economic impact study for the intersection of Interstate 435 and Highway 45**

City Administrator Lauren Palmer stated staff worked with the Parkville Economic Development Council (PEDC) to consider different concepts to drive development for the properties around the intersection of Interstate 435 and Highway 45; the properties were included in both the Brush Creek and Brink Meyer Neighborhood Improvement Districts. She added the PEDC appointed a task force in 2013 that honed in on a sports park concept and partnered on a preliminary concept that could accommodate 12 soccer fields and another facility. Staff issued a Request for Proposals (RFP) to complete the next layer of analysis. Four proposals were received and three firms were interviewed. The selection committee, comprised of the PEDC and City representatives, recommended Convention, Sports & Leisure (CSL). CSL was a national leader in the market with extensive project experience in the Kansas City region and the only firm that could complete the scope of work within the established budget. Palmer noted that pending the Board's approval,

CSL was ready to move forward with on-site visits and interviews with an anticipated timeline of ten to twelve weeks. The study would determine if there was a market demand for a sports park and if it was not feasible, CSL would provide alternative uses for the properties.

Further discussion focused on the funding issue. Palmer explained the project was budgeted for \$40,000 with \$35,000 funded by the General Fund and the remaining \$5,000 from the Economic Development Fund. Due to reduced transient guest taxes the City was not able to meet the projected revenues in the previous years. The PEDC previously authorized \$1,500 for a site plan concept for the sport fields which was completed for free. She added that she spoke with the PEDC Director and the funds that were not spent for the site plan could be redirected to fund the study.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE A CONTRACT WITH CONVENTION, SPORTS & LEISURE, INC. IN THE AMOUNT OF \$40,000 FOR A MARKET FEASIBILITY AND ECONOMIC IMPACT STUDY FOR THE I-435 AND HIGHWAY 45 INTERSECTION. ALL AYE, MOTION PASSED 8-0.**

**C. Approve TSYS Merchant Solutions as the City's credit and debit card processor; and approve an ordinance creating Title VIII, Chapter 800, Section 800.020 of the Parkville Municipal Code to enact convenience fee charges on credit and debit card purchases for administrative sales**

Assistant to the City Administrator Tim Blakeslee noted the request was for two separate actions – one to select the merchant and the other regarding convenience fees on credit and debit card charges. He stated that staff reviewed several processors and determined that TSYS Merchant Solutions (TSYS) provided the best price and security. He added online payments could be added for no additional fee. The Finance Committee recommended TSYS on April 28.

Blakeslee explained the second action was to select a fee model for credit card processing fees on administrative sales paid to TSYS. The Finance Committee approved the convenience fee model which would assess a \$2.50 fee for charges under \$200 and a \$20 fee for charges over \$200; the sewer accounts would not be charged a convenience fee. Blakeslee added implementation would be approximately one month.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE TSYS MERCHANT SOLUTIONS AS THE CITY'S CREDIT AND DEBIT CARD PROCESSOR. ALL AYE, MOTION PASSED 8-0.**

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2775, AN ORDINANCE CREATING TITLE VIII, CHAPTER 800, SECTION 800.020 OF THE MUNICIPAL CODE OF THE CITY OF PARKVILLE TO ENACT A NEW PROVISION RELATING TO CONVENIENCE FEE CHARGES ON CREDIT AND DEBIT CARD PURCHASES FOR ADMINISTRATIVE SALES, BE APPROVED ON FIRST READING. ALL AYE, MOTION CARRIED 8-0.**

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2775 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE, MOTION CARRIED 8-0.**

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2775 BE APPROVED ON SECOND READING TO BECOME**

ORDINANCE NO. 2745. ALL AYES BY ROLL CALL VOTE. AYES: PLUMB, WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES, AND SPORTSMAN; MOTION PASSED 8-0.

*Bill No. 2775 was posted May 2, 2014.*

**D. Approve an agreement with Julie Warm, Ph.D. (University of Missouri-Kansas City) for facilitation services for a strategic planning process**

City Administrator Lauren Palmer stated that a strategic planning process would help to create goals to benefit the Board and the City and would help guide staff during the budget process. She added it would also engage the Board for strategic planning and help in making appointments for individuals to help the City reach the goals. Staff suggested hiring a facilitator to protect the process and recommended Dr. Julie Warm. The agreement included a lump sum of \$3,000 with two phases. In the first phase Dr. Warm would review various documents to understand the City's status and meeting with each alderman to understand his/her individual priorities. Phase two would be defined once the first phase was completed. Palmer noted that when the packet was published it included a draft agreement, but due to an additional fee staff recommended approval of an informal engagement letter that included all the key provisions of the draft agreement.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **AUTHORIZE THE CITY ADMINISTRATOR TO EXECUTE AN ENGAGEMENT LETTER WITH JULIE WARM, PH.D. OF THE UNIVERSITY OF MISSOURI AT KANSAS CITY IN THE AMOUNT OF \$3,000 FOR FACILITATION SERVICES FOR A STRATEGIC PLANNING PROCESS.** ALL AYE, MOTION PASSED 8-0.

**E. Approve an ordinance for the National Eighth Plat, Replat of Lots 11 and 12 and part of the Southeast Quarter of Section 27, Township 51 North, Range 34 West, a subdivision in Parkville and Platte County, Missouri**

Assistant City Administrator/Community Development Director Sean Ackerson stated the request for a replat included properties within the City Limits and a property in Platte County. Lots 11 and 12 are within the City and were platted in 2002 but had not been developed. The replat would combine the lots into a single lot to make it more marketable. Ackerson stated that the single-family home in Platte County built improvements that encroached onto the abutting Lot 12. The owner of Lot 12 wanted to deed that portion of the lot with the encroachments to the abutting property as part of the plat. Because one of the properties is in the County, the plat requires approval by the City and the County. Staff received confirmation of Platte County's approval and recommended approval of the replat.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2776, AN ORDINANCE **APPROVING THE NATIONAL EIGHTH PLAT, REPLAT OF LOTS 11 AND 12 AND PART OF THE SOUTHEAST QUARTER OF SECTION 27, TOWNSHIP 51 NORTH, RANGE 34 WEST, A MINOR SUBDIVISION IN PARKVILLE AND PLATTE COUNTY, MISSOURI,** BE APPROVED ON FIRST READING. ALL AYE, MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2776 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE, MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2776 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2746. ALL AYES BY ROLL CALL VOTE. AYES: PLUMB, WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES, AND SPORTSMAN; MOTION PASSED 8-0.

*Bill No. 2776 was posted May 2, 2014.*

**6. STAFF UPDATES ON ACTIVITIES**

**A. Community Development**

Assistant City Administrator/Community Development Director Sean Ackerson provided an update on the Highway 45 Corridor Steering Committee, noting that a meeting was not set but the Board would be notified of the meeting date once it was determined.

**B. Public Works**

Public Works Director Kirk Rome updated the Board of Aldermen on Platte Landing Park. He also said the Platte County Community Center expansion ribbon cutting was scheduled for May 19.

**7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD**

Mayor Johnston explained the former city committee and other committee reports headings were now combined under a new heading that also included any miscellaneous items from the Board.

**Environmental – Alderman Welch**

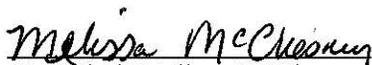
Alderman Welch reported of a successful Northland Recycling Extravaganza, noting an increase in vendors, attendees and all items received compared to 2013. She thanked the Mid-America Regional Council for the grant funds for the event and noted events would also be held on July 1 and September 2. She added that the City also held a successful electronics and appliance recycling event prior to the Board meeting and subsequent events were scheduled for 2:30 to 6:30 p.m. the first Tuesday of July and September. Lastly, she stated that Vintage Tech would also be accepting electronics in Riverside on the last Saturdays in May, June and July.

**8. ADJOURN**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE MAY 6, 2014, REGULAR BOARD MEETING AT 7:52 P.M. ALL AYE, MOTION PASSED 8-0.

The minutes for Tuesday, May 6, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the twentieth day of May 2014.

Submitted by:

  
City Clerk Melissa McChesney



**1. CALL TO ORDER**

A special meeting of the Board of Aldermen was convened at 6:47 p.m. on Tuesday, May 6, 2014, and was called to order by Alderman Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present	Ward 3 Alderman Kendall Welch	- present
Ward 1 Alderman Diane Driver	- present	Ward 3 Alderman David Jones	- present
Ward 2 Alderman Jim Werner	- present	Ward 4 Alderman Marc Sportsman	- present
Ward 2 Alderman Dave Rittman	- present	Ward 4 Alderman Greg Plumb	- present

The following staff was also present:

Lauren Palmer, City Administrator  
Sean Ackerson, Asst. City Administrator/Comm. Dvlpt. Director  
Kevin Chrisman, Police Chief  
Kirk Rome, P.E., Public Works Director  
Steve Chinn, City Attorney

**2. ACTION AGENDA**

**A. Approve an ordinance to appoint Greg Plumb as alderman for Ward 4**

Mayor Johnston stated the ordinance was to appoint Greg Plumb to fill the vacant position for Ward 4 alderman. Alderman Sportsman noted he had a strong criminal justice background and was an attorney and professor. The Board agreed he was a good addition to the Board.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2774, AN ORDINANCE **APPOINTING GREG PLUMB TO SERVE AS WARD 4 ALDERMAN UNTIL THE SECOND MEETING IN APRIL 2015**, BE APPROVED ON FIRST READING. ALL AYE, MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2774 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE, MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2774 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2744. ALL AYES BY ROLL CALL VOTE. AYES: WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES, AND SPORTSMAN; MOTION PASSED 8-0.

*Bill No. 2774 was posted on May 2, 2014.*

**B. Oath of Office administered by the City Clerk**

City Clerk Melissa McChesney administered the oath of office to Greg Plumb as Ward 4 alderman.

**3. ADJOURN**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **ADJOURN THE MAY 6, 2014, SPECIAL BOARD MEETING AT 6:52 P.M.** ALL AYE, MOTION PASSED 8-0.

MINUTES OF THE BOARD OF ALDERMEN SPECIAL MEETING OF MAY 6, 2014

Page 2 of 2

The minutes for the special meeting Tuesday, May 6, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the twentieth day of May 2014.

Submitted by:

Melissa McChesney  
City Clerk Melissa McChesney – 5/7/2014



**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, May 20, 2014, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

- Ward 1 Alderman Kari Lamer - present
- Ward 1 Alderman Diane Driver - absent w/ prior notice
- Ward 2 Alderman Jim Werner - present
- Ward 2 Alderman Dave Rittman - present
- Ward 3 Alderman Kendall Welch - present
- Ward 3 Alderman David Jones - present
- Ward 4 Alderman Marc Sportsman - present
- Ward 4 Alderman Greg Plumb - absent w/ prior notice

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator  
Sean Ackerson, Asst. City Administrator/Comm. Dvlpt. Director  
Kevin Chrisman, Police Chief  
Kirk Rome, P.E., Public Works Director

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

**2. CITIZEN INPUT**

The Mayor recognized members of the Boy scouts of America in the audience and called them to the podium. Two scouts from Troop 333 introduced themselves: Jeremiah Fountain stated he was working on his Citizenship in the Community and Communications badges and Tyler Wolf stated he was working on his Communications badge.

**3. MAYOR'S REPORT**

**4. CONSENT AGENDA**

- A. Approve the minutes for the May 6, 2014 special meeting
- B. Approve the minutes for the May 6, 2014 regular meeting
- C. Receive and file the crime statistics for January through March 2014
- D. Receive and file the financial report for the month ending April 30, 2014
- E. Approve Accounts Payable for April 29 through May 13, 2014
- F. Approve the use of the public parking lot north of City Hall on June 21, 2014 by the Friends of the Parkville Animal Shelter Drive for a Cause fundraiser

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LAMER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYE, MOTION PASSED 6-0.

**5. ACTION AGENDA**

- A. Approve an ordinance authorizing the sale of Limited General Obligation Bonds for the Brush Creek Drainage Area Neighborhood Improvement District and authorize the Mayor and City Clerk to execute all related bond documents

City Administrator Lauren Palmer explained staff worked over the years to prepare for permanent

financing of the Brush Creek Drainage Area and Brink Meyer Neighborhood Improvement Districts (NID) limited general obligation bonds and noted the final sales terms were determined May 19. Board approval would authorize the terms of the sale and bond purchase agreement for both NIDs.

Bryan Kidney, Springsted Inc., provided an overview of the initial discussions and rates for the bond issuances. He noted that Brush Creek issue's overall interest rate was 3.29 percent and Brink Meyer was at 3.66 percent and that both bond sale totals decreased from originally estimated. Kidney explained a part of the transaction included a bond rating from Standard & Poor's which was upgraded from AA- to AA with the highest score for economy.

Michael Short, Oppenheimer & Company, Inc., discussed the pre-price meetings and the market, noting the bonds were able to be priced aggressively. The Brush Creek bonds were sold lower than estimated which helped to reduce the debt owed by the City and were sold at a premium. The Brink Meyer bonds were re-priced to a two- to four-year bond which increased the true interest cost and left the debt service at the same level as the beginning. The issued debt was less than previously estimated and interest costs were saved over what was estimated to be spent.

Short explained the next steps following the issuance of the bonds. The City had outstanding temporary notes that would mature on August 1, the first bond payment for interest only would begin in March 2015, and payments toward the principal would start in 2017. Short added that at the end of August the Platte County Collector would be notified of the assessments on the properties to be included on the 2014 tax bills and would then distribute the money to the City in early 2015 prior to the payment due in March. The favorable market allowed the City to have a seven-year call provision which meant in seven years the City would have the option to review other options for the bonds.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LAMER THAT BILL NO. 2777, AN ORDINANCE AUTHORIZING THE ISSUANCE AND DELIVERY OF LIMITED GENERAL OBLIGATION BONDS FROM THE BRUSH CREEK DRAINAGE AREA NEIGHBORHOOD IMPROVEMENT DISTRICT AND AUTHORIZING RELATED ACTIONS, BE APPROVED FOR FIRST READING. ALL AYE; MOTION CARRIED 6-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LAMER THAT BILL NO. 2777 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE; MOTION CARRIED 6-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LAMER THAT BILL NO. 2777 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2747. ALL AYES BY ROLL CALL VOTE. WELCH, WERNER, LAMER, RITTMAN, JONES, AND SPORTSMAN; MOTION PASSED 6-0.

*Bill No. 2777 was posted May 15, 2014.*

**B. Approve an ordinance authorizing the sale of Limited General Obligation Bonds for the Brink Meyer Road Neighborhood Improvement District and authorize the Mayor and City Clerk to execute all related bond documents**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LAMER THAT BILL NO. 2778, AN ORDINANCE AUTHORIZING THE ISSUANCE AND DELIVERY OF LIMITED GENERAL OBLIGATION BONDS FROM THE BRINK MEYER ROAD NEIGHBORHOOD IMPROVEMENT DISTRICT AND AUTHORIZING RELATED ACTIONS, BE APPROVED FOR FIRST READING. ALL AYE; MOTION CARRIED 6-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LAMER THAT BILL NO. 2778 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE; MOTION CARRIED 6-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LAMER THAT BILL NO. 2778 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2748. ALL AYES BY ROLL CALL VOTE. WELCH, WERNER, LAMER, RITTMAN, JONES, AND SPORTSMAN; MOTION PASSED 6-0.

*Bill No. 2778 was posted May 15, 2014.*

**C. Approve the purchase of a 2015 Ford Taurus All Wheel Drive Police Interceptor Sedan to be used as a patrol vehicle**

Police Chief Kevin Chrisman stated staff sent bids to local vendors and Thoroughbred Ford was the lowest bidder. He explained the new vehicle would replace a 2010 Crown Victoria with approximately 90,000 miles with minor damage and added the average sale of the used patrol vehicles was \$2,654. The Finance Committee recommended approval on May 12 and staff recommended purchasing the new patrol vehicle from Thoroughbred Ford.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LAMER TO APPROVE THE PURCHASE A 2015 FORD TAURUS ALL WHEEL DRIVE POLICE INTERCEPTOR SEDAN FROM THOROUGHbred FORD OF KANSAS CITY, MO IN THE AMOUNT OF \$26,742.80. ALL AYE; MOTION PASSED 6-0.

**D. Approve an ordinance promoting Mr. Curtis Whitby as a full-time laborer assigned for the Streets Division of the Public Works Department.**

Public Works Director Kirk Rome, P.E., stated the position was vacant but budgeted for 2014 from the General Fund. The Finance Committee and staff, after considerable discussion about the ability of the Transportation Fund to help fund the position, recommended Mr. Whitby's promotion to complete street work. Aldermen Werner added that Finance was satisfied that staff had a plan to pay for the position because streets needed the additional manpower.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LAMER THAT BILL NO. 2779, AN ORDINANCE PROMOTING CURTIS WHITBY AS A FULL-TIME STREETS LABORER FOR THE CITY OF PARKVILLE, BE APPROVED FOR FIRST READING. ALL AYE; MOTION CARRIED 6-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LAMER THAT BILL NO. 2779 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE; MOTION CARRIED 6-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LAMER THAT BILL NO. 2779 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2749. ALL AYES BY ROLL CALL VOTE. WELCH, WERNER, LAMER, RITTMAN, JONES, AND SPORTSMAN; MOTION PASSED 6-0.

*Bill No. 2779 was posted May 15, 2014.*

**E. Approve an ordinance employing Tyler Gott as the part-time, seasonal landscape maintenance worker for the Parks Division of the Public Works Department**

Public Works Director Kirk Rome, P.E., explained Mr. Gott was recommended to fill one of the three positions budgeted in 2014 as a temporary, part-time employee earning 30 hours per week

through October to support the additional workload for Platte Landing Park. Rome added that staff planned to hire a long-term employee through October and a short-time employee through the summer hours and in the winter months these positions would supplement the street crew with snow plowing.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LAMER THAT BILL NO. 2780, AN ORDINANCE **HIRING TYLER GOTT AS A PART-TIME SEASONAL LANDSCAPE MAINTENANCE WORKER FOR THE CITY OF PARKVILLE**, BE APPROVED FOR FIRST READING. ALL AYE; MOTION CARRIED 6-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LAMER THAT BILL NO. 2780 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE; MOTION CARRIED 6-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LAMER THAT BILL NO. 2780 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2750. ALL AYES BY ROLL CALL VOTE. WELCH, WERNER, LAMER, RITTMAN, JONES, AND SPORTSMAN; MOTION PASSED 6-0.

*Bill No. 2780 was posted May 15, 2014.*

**F. Approve an ordinance employing Travis Phelan as the part-time, seasonal landscape maintenance worker for the Parks Division of the Public Works Department**

Public Works Director Kirk Rome, P.E., stated Mr. Phelan would fill the second of the three positions as a temporary, part-time employee for 30 hours per week to help with same activities as Mr. Gott.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LAMER THAT BILL NO. 2781, AN ORDINANCE **HIRING TRAVIS PHELAN AS A PART-TIME SEASONAL LANDSCAPE MAINTENANCE WORKER FOR THE CITY OF PARKVILLE**, BE APPROVED FOR FIRST READING. ALL AYE; MOTION CARRIED 6-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LAMER THAT BILL NO. 2781 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE; MOTION CARRIED 6-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LAMER THAT BILL NO. 2781 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2751. ALL AYES BY ROLL CALL VOTE. WELCH, WERNER, LAMER, RITTMAN, JONES, AND SPORTSMAN; MOTION PASSED 6-0.

*Bill No. 2781 was posted May 15, 2014.*

**G. Ordinance to repeal and replace multiple sections of Parkville Municipal Code chapters 140 and 320 related to new rules and regulations for Platte Landing Park and English Landing Park**

Public Works Director Kirk Rome, P.E., explained that construction of the new Platte Landing Park was near completion and it would require signs and rules. Staff worked with the Missouri Department of Conservation (MDC) and Platte County on the rules. The MDC had additional requirements that the boat ramp be open 24 hours and requested that people be allowed to carry weapons from their vehicles to their boats for hunting, so staff included those in the new rules. The Community Land and Recreation Board (CLARB) reviewed the code changes and preliminary rules and suggested they match the rules at English Landing Park for consistency.

Rome highlighted some changes to the municipal code that included a new definition, an exception for the off-leash dog park, and a new speed limit for Platte Landing Park. Platte County would provide the signs that included a plaque at the main entrance to recognize the donors. Rome added that the old boat ramp was still open and staff would need to investigate before it would consider closing the ramp. Police Chief Kevin Chrisman stated he reviewed the rules and more parking spaces would require more oversight from the Police Department but did not anticipate any initial issues. Rome concluded that the dog park rules were a culmination of rules from Midwest Public Risk and the Liberty dog park that were vetted through CLARB and City staff.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LAMER THAT BILL NO. 2782, AN ORDINANCE REPEALING, REPLACING AND CREATING MULTIPLE SECTIONS OF CHAPTER 140 AND CHAPTER 320 OF THE PARKVILLE MUNICIPAL CODE RELATED TO NEW RULES AND REGULATIONS FOR PLATTE LANDING PARK AND ENGLISH LANDING PARK, BE APPROVED FOR FIRST READING. ALL AYE; MOTION CARRIED 6-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LAMER THAT BILL NO. 2782 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE; MOTION CARRIED 6-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LAMER THAT BILL NO. 2782 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2752. ALL AYES BY ROLL CALL VOTE. WELCH, WERNER, LAMER, RITTMAN, JONES, AND SPORTSMAN; MOTION PASSED 6-0.

*Bill No. 2782 was posted May 15, 2014.*

## **6. STAFF UPDATES ON ACTIVITIES**

### **A. Police Department**

Police Chief Kevin Chrisman provided an update on 9-1-1 protocol to educate residents on when to call 9-1-1, noting that 75 percent of evening calls were for non-Parkville residents and most of the time was spent to determine if the caller was within city limits. He explained the new protocol transferred the main phone number to the Platte County Sheriff's Office dispatch center after hours and on weekends to direct the caller to the correct agency and allow for better police service.

Chrisman also provided an update on the recent YMCA thefts, noting that one suspect was identified and others were being actively investigated. He also noted that Detective Hubbell was involved in a Northland investigators group and shared information to help make an arrest for mailbox theft with the post office. Chrisman thanked staff for all their hard work.

## **7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD**

## **8. ADJOURN**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LAMER TO ADJOURN THE MAY 20, 2014 REGULAR BOARD MEETING AT 7:58 P.M. ALL AYE; MOTION PASSED 6-0.

MINUTES OF THE BOARD OF ALDERMEN REGULAR MEETING OF MAY 20, 2014

Page 6 of 8

The minutes for Tuesday, May 20, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the third day of June 2014.

Submitted by:

Melissa McChesney  
City Clerk Melissa McChesney



**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:02 p.m. on Tuesday, June 3, 2014, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present	Ward 3 Alderman Kendall Welch	- present
Ward 1 Alderman Diane Driver	- present	Ward 3 Alderman David Jones	- present
Ward 2 Alderman Jim Werner	- present	Ward 4 Alderman Marc Sportsman	- present
Ward 2 Alderman Dave Rittman	- present	Ward 4 Alderman Greg Plumb	- present

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator  
Sean Ackerson, Asst. City Administrator/Comm. Dvlpt. Director  
Kevin Chrisman, Police Chief  
Kirk Rome, P.E., Public Works Director

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

**2. CITIZEN INPUT**

**A. Rosalie Zink regarding cancelled Park reservation**

Rosalie Zink addressed the Board regarding a park reservation made on behalf of her son in February for his wedding in September, which was cancelled six months in advance. She said after speaking with staff the policies did not allow refunds but was hoping the Board would reconsider under the circumstances.

Mayor Johnston stated that since policy did not allow refunds for cancellations and staff could not override policy, Ms. Zink was allowed to address the Board about her request. Further discussion focused on updating the policy and establishing an application fee, allowing cancellations within a certain timeframe, and allowing retroactive refunds back to a specific time. Mayor Johnston added the Community Land and Recreation Board (CLARB) was reviewing its policies and would bring forth recommendations to the Board. City Administrator Lauren Palmer noted the goal was to have the policies reviewed by fall. The consensus of the Board was to wait for a recommendation from CLARB.

**3. MAYOR'S REPORT**

**A. Appoint Alderman Jones as liaison to Park University**

Mayor Johnston explained that the Municipal Code allowed the Mayor, with consent of the Board of Aldermen, to appoint aldermen to serve as liaisons to various boards and commissions to help provide open communication between the City and each group.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPOINT ALDERMAN JONES AS LIAISON TO PARK UNIVERSITY. ALL AYE, MOTION PASSED 8-0.

**B. Appoint Alderman Rittman as liaison to the Main Street Parkville Association**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPOINT ALDERMAN RITTMAN AS LIAISON TO THE MAIN STREET PARKVILLE ASSOCIATION. ALL AYE, MOTION PASSED 8-0.

**C. Resolution No. 06-01-14 naming Kari Lamer as the voting member to the Parkville Economic Development Council through December 31, 2014**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE RESOLUTION NO. 06-01-14 NAMING KARI LAMER AS THE VOTING MEMBER TO THE PARKVILLE ECONOMIC DEVELOPMENT COUNCIL THROUGH DECEMBER 31, 2014. ALL AYE, MOTION PASSED 8-0.

**D. Appoint Christopher Cardwell to the Community Land & Recreation Board through May 2016**

Mayor Johnston stated Mr. Cardwell was a resident of downtown and a frequent parks user. His experience as a landscape consultant and environmental restoration specialist made him a good candidate to fill a vacancy through May 2016.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPOINT CHRISTOPHER CARDWELL TO THE COMMUNITY LAND & RECREATION BOARD THROUGH MAY 2016. ALL AYE, MOTION PASSED 8-0.

**4. CONSENT AGENDA**

- A. Approve the minutes for May 20, 2014 regular meeting
- B. Approve Resolution No. 06-02-14 to destroy certain records past their required retention schedule
- C. Approve a retail liquor by the drink picnic license, special event permit and use of the White Alloe Drive right-of-way for the 2nd Annual Parkville Commons Block Party on July 11-12, 2014 subject to conditions
- D. Receive and file the April 2014 operations report for the Sewer Treatment Plant
- E. Approve Accounts Payable for May 16 to May 27, 2014

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYE, MOTION PASSED 8-0.

**5. ACTION AGENDA**

**A. Approve requests from the Brown and Smalley families to donate an additional 3.45 acres to the City for expansion of the Sullivan Nature Sanctuary**

Assistant City Administrator/Community Development Director Sean Ackerson explained that both families approached the City to donate additional acreage for the Sullivan Nature Sanctuary which was formed in 2006 by land donated from the families. He added the additional land included a total of 3.45 acres which increased the total acreage to 7.33 acres. The land donation was recommended by Nature Sanctuary Director Bob Fluchel and approved by CLARB by a vote of 5-0. The additional land would benefit the existing sanctuary, provide a buffer to development on the north, preserve the habitat, and would have minimal impact to the City through ongoing maintenance costs.

Mayor Johnston provided a history of the nature sanctuary, presented certificates and thanked both families for their donation.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ACCEPT THE DONATION OF TWO PARCELS CONTAINING 3.45

**ACRES FROM THE BROWN AND SMALLEY FAMILIES, EXPANDING THE SULLIVAN NATURE SANCTUARY AS RECOMMENDED BY CITY STAFF; AND TO AUTHORIZE THE CITY ADMINISTRATOR AND MAYOR TO ACCEPT WARRANTY DEEDS, SIGN ASSOCIATED AGREEMENTS AND RECORD FINAL DOCUMENTS ALL AS NECESSARY TO EXECUTE THE DONATIONS, SUBJECT TO DETERMINATION THAT THE DEEDS AND AGREEMENTS ARE IN ACCORDANCE WITH ANY APPLICABLE SECTIONS OF THE PARKVILLE MUNICIPAL CODE AND THE CONDITIONS ABOVE. ALL AYE, MOTION PASSED 8-0.**

**B. Approve an ordinance amending Parkville Municipal Code, Titles I, II and III to extend the nature sanctuary regulations to the Sullivan Nature Sanctuary, distinguish the same from the Parkville Nature Sanctuary and reflect other current Nature Sanctuary policies and practices**

Assistant City Administrator/Community Development Director Sean Ackerson explained that in reviewing the donation staff also reviewed the ordinances and noted that due to an oversight language recognizing the Sullivan Nature Sanctuary, extending the rules to it, and other amendments to reflect the current policy were never included in the Municipal Code.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2783, AN **ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE, TITLES I, II AND III TO EXTEND THE NATURE SANCTUARY REGULATIONS TO THE SULLIVAN NATURE SANCTUARY, DISTINGUISH THE SAME FROM THE PARKVILLE NATURE SANCTUARY AND REFLECT OTHER CURRENT NATURE SANCTUARY POLICIES AND PRACTICES**, BE APPROVED FOR FIRST READING. ALL AYE, MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2783 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE, MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2783 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2753. ALL AYES BY ROLL CALL VOTE. AYES: PLUMB, WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES, AND SPORTSMAN. MOTION PASSED 8-0.

*Bill No. 2783 was posted May 29, 2014.*

**C. Approve an ordinance for the replat of Lots 3 and 4 and Tract B of the replat of Lots 1-4 for The National, 11th Plat – Case PZ14-16; applicant, RP Golf, LLC on behalf of various owners**

Assistant City Administrator/Community Development Director Sean Ackerson stated the request proposed combining two lots and a tract that corresponded with an easement that split two lots. Tract B would become private property. Ackerson explained the tract was originally created to allow common maintenance of the easement and was never intended to be recreational open space or part of the golf course. Ackerson added eliminating the tract would not affect the easement.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2784, AN **ORDINANCE APPROVING THE REPLAT OF LOTS 3 AND 4 AND TRACT B OF THE REPLAT OF LOTS 1-4, THE NATIONAL – 11TH PLAT**, BE APPROVED FOR FIRST READING. ALL AYE, MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2784 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE, MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2784 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2754. ALL AYES BY ROLL CALL VOTE. AYES: PLUMB, WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES, AND SPORTSMAN. MOTION PASSED 8-0.

*Bill No. 2784 was posted May 29, 2014.*

**6. STAFF UPDATES ON ACTIVITIES**

Mayor Johnston asked staff how the rescheduled entryway design presentation would affect the schedule. Public Works Director Kirk Rome responded that it would be pushed back a couple of weeks and construction was planned in the summer to be completed in the fall. The presentation was dependent upon the completion of the survey.

Rome added that an opening ceremony for Platte Landing Park was scheduled on June 21.

**7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD**

**Main Street Parkville Association – Alderman Rittman**

Alderman Rittman said he met with representatives from the Main Street Parkville Association and the Parkville Old Towne Market Community Improvement District. He noted that Christmas on the River was moved to a proposed date of November 21 due to better weather and fewer activities in the Kansas City metropolitan area to compete with the event.

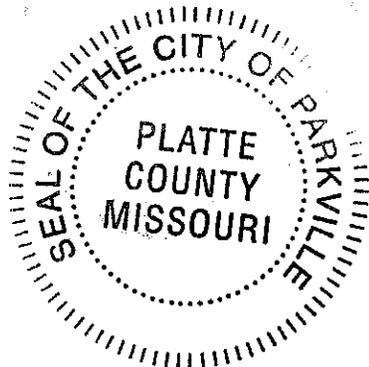
**8. ADJOURN**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE **JUNE 3, 2014** REGULAR BOARD MEETING AT 7:34 P.M. ALL AYE; MOTION PASSED 8-0.

The minutes for Tuesday, June 3, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the seventeenth day of June 2014.

Submitted by:

*Melissa McChesney*  
City Clerk Melissa McChesney



**1. CALL TO ORDER**

A special meeting of the Board of Aldermen was convened at 12:00 p.m. on Monday, June 9, 2014, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present
Ward 1 Alderman Diane Driver	- present
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Dave Rittman	- present
Ward 3 Alderman Kendall Welch	- absent w/prior notice
Ward 3 Alderman David Jones	- present
Ward 4 Alderman Marc Sportsman	- present
Ward 4 Alderman Greg Plumb	- present

The following staff was also present:

Lauren Palmer, City Administrator  
Sean Ackerson, Asst. City Administrator/Comm. Dvlpt. Director  
Kevin Chrisman, Police Chief  
Kirk Rome, P.E., Public Works Director  
Matthew Chapman, Human Resource/Finance Director  
Steve Berg, City Treasurer

**2. ACTION AGENDA**

**A. Approve an ordinance employing Sharon Coleman as a part-time City Hall receptionist**

City Clerk Melissa McChesney explained that two receptionists were hired in April 2014, but due to scheduling conflicts Shannon DiMaggio resigned the position, leaving one vacancy. The job was posted in May and seven applications were received. Two candidates were interviewed and Sharon Coleman was recommended to fill the second part-time receptionist position.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2785, AN ORDINANCE **EMPLOYING SHARON COLEMAN AS A CITY HALL RECEPTIONIST**, BE APPROVED FOR FIRST READING. ALL AYE, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2785 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2785 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2755. ALL AYE BY ROLL CALL VOTE. AYES: LAMER, DRIVER, WERNER, RITTMAN, JONES, SPORTSMAN AND PLUMB. MOTION PASSED 7-0.

*Bill No. 2785 was posted on June 5, 2014.*

**3. ADJOURN**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **ADJOURN THE JUNE 9, 2014, SPECIAL BOARD MEETING AT 12:04 P.M.** ALL AYE, MOTION PASSED 8-0.

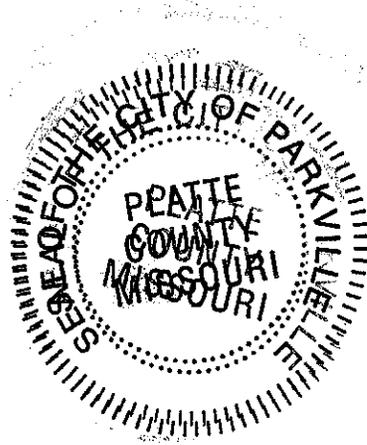
MINUTES OF THE BOARD OF ALDERMEN SPECIAL MEETING OF JUNE 9, 2014

Page 2 of 2

The minutes for the special meeting Monday, June 9, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the seventeenth day of June 2014.

Submitted by:

*Melissa McChesney*  
City Clerk Melissa McChesney



**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, June 17, 2014, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present	Ward 3 Alderman Kendall Welch	- present
Ward 1 Alderman Diane Driver	- present	Ward 3 Alderman David Jones	- present
Ward 2 Alderman Jim Werner	- present	Ward 4 Alderman Marc Sportsman	- present
Ward 2 Alderman Dave Rittman	- present	Ward 4 Alderman Greg Plumb	- present

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator  
Sean Ackerson, Asst. City Administrator/Comm. Dvlpt. Director  
Kevin Chrisman, Police Chief  
Kirk Rome, P.E., Public Works Director  
Steve Chinn, City Attorney

Mayor Johnston announced the Board held an executive session, pursuant to RSMO 610.021(3), and no action was taken as a result of the executive session.

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

**2. CITIZEN INPUT**

Mayor Johnston recognized members of Boy Scouts of America Troop 333 and called them to the podium. Two scouts introduced themselves: Shawn Macken and Collin Williamson stated they were working on their Communications badges.

**3. MAYOR'S REPORT**

**A. Appoint Bill Gresham to the Community Land and Recreation Board through May 2015**

Mayor Johnston stated that Mr. Gresham was an environmental scientist with the Environmental Protection Agency who was interested in effective land use and recreation in Parkville.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPOINT BILL GRESHAM TO THE COMMUNITY LAND AND RECREATION BOARD THROUGH MAY 2015. ALL AYE, MOTION PASSED 8-0.

**B. Appoint R. Douglas Krtek to the Planning & Zoning Commission through May 2015**

Mayor Johnston noted Mr. Krtek served on several boards in the Kansas City area and wanted to use his commercial real estate experience to further the city's future.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPOINT R. DOUGLAS KRTEK TO THE PLANNING & ZONING COMMISSION THROUGH MAY 2015. ALL AYE, MOTION PASSED 8-0.

**4. CONSENT AGENDA**

- A. Approve the minutes for the June 3, 2014 regular meeting
- B. Approve the minutes for the June 9, 2014 special meeting
- C. Approve a cooperative agreement with Platte County for the collection of assessments for the Brush Creek Area Drainage and Brink Meyer Road Neighborhood Improvement Districts

- D. Approve Resolution No. 06-03-14 to discontinue collection of delinquent special assessments
- E. Receive and file the crime statistics for January through April 2014
- F. Receive and file the financial report for the month ending May 31, 2014
- G. Approve Accounts Payable from May 27 through June 10, 2014

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYE, MOTION PASSED 8-0.

## 5. ACTION AGENDA

### A. Review the 2014 proposed budget and approve Resolution No. 06-04-14 approving the slate of nominations for the Parkville Old Towne Market Community Improvement District

Kevin Heaton, Chairman of the Parkville Old Towne Market Community Improvement District (POTMCID), presented the slate of nominations and the proposed 2014 budget. He also reviewed projects that were awarded grant funding, expenditures, and the makeup of businesses in the district.

Further discussion focused on the proposed slate of nominations. The Board shared its concerns about potential conflicts of interest for members who serve on the board of directors who approve grant requests and also serve as officers for other community groups that submit the grant requests. Heaton responded, stating their board adopted a conflict of interest policy and was trying to be more transparent. He also stated that moving forward any improprieties would be investigated and addressed. Carol Kuhns, Secretary/District Manager of the POTMCID, explained that within the policies and procedures a member could not vote on a grant if he/she had a personal interest.

Alderman Rittman added that, as liaison to the Main Street Parkville Association, it was important to work together with other entities and recommended the Board defer action for two weeks.

IT WAS MOVED BY ALDERMAN RITTMAN TO POSTPONE THE PROCESS FOR TWO WEEKS. THE MOTION DIED FOR LACK OF A SECOND.

Further discussion focused on the accountability of the district manager, the possibility of a new slate, cooperation among the District and the City, and transparency.

The Board did not take any action and would respond to the POTMCID within 30 days.

### B. Approve an ordinance amending the National Golf Course Community Unit Plan to allow a new neighborhood swimming pool on Lot 11, Cider Mill Ride 4<sup>th</sup> Plat and part of vacant land to the south and east – Case PZ14-10; RP Golf LLC, owner

Assistant City Administrator/Community Development Director Sean Ackerson summarized items 5B and 5C together. He stated the request was to approve an amendment to the National Golf Course Community Unit Plan and a corresponding final plat to allow for a swimming pool on Lot 11 and part of vacant land not platted. At their June 10, 2014 meeting the Planning & Zoning Commission discussed potential impacts to residents including hours of operation and noise and unanimously recommended approval subject to conditions listed in the policy report. Alderman Welch expressed her disappointment that the proposal did not include a pool large enough for swimming meets stating that the homeowners' association requested swim lanes at their meeting. Nick Bloch, RP Golf LLC, responded that the proposal did not include it due to budgetary issues. He added he would pass along the comments to the owner.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2786, AN ORDINANCE **AMENDING THE NATIONAL GOLF COURSE COMMUNITY UNIT PLAN TO ALLOW A NEW NEIGHBORHOOD SWIMMING POOL ON LOT 11, CIDER MILL RIDGE 4TH PLAT AND PART OF VACANT LAND TO THE SOUTH AND EAST**, BE APPROVED FOR FIRST READING. ALL AYE, MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2786 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE, MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2786 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2756. ALL AYES BY ROLL CALL VOTE: PLUMB, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

*Bill No. 2786 was posted June 13, 2014*

**C. Approve an ordinance for the replat of Lot 11, Cider Mill Ridge, 4<sup>th</sup> Plat and part of the southwest quarter of Section 26, Township 51, Range 34 – Case PZ14-13; applicant, RP Golf, LLC, owner**

Assistant City Administrator/Community Development Director Sean Ackerson recommended approval of the replat subject to the conditions listed in the policy report. The item was a corresponding request to the community unit plan amendment approved in Item 5B. At their June 10, 2014 meeting the Planning and Zoning Commission unanimously recommended approval subject to staff recommended conditions included in the policy report.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2787, AN ORDINANCE **APPROVING THE REPLAT OF LOT 11, CIDER MILL RIDGE, FOURTH PLAT AND PART OF THE SOUTHWEST QUARTER OF SECTION 26, TOWNSHIP 51, RANGE 34, A SUBDIVISION IN PARKVILLE, PLATTE COUNTY, MISSOURI**, BE APPROVED FOR FIRST READING. ALL AYE, MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2787 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE, MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2787 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2757. ALL AYES BY ROLL CALL VOTE: PLUMB, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

*Bill No. 2787 was posted June 13, 2014.*

**D. Approve an ordinance amending the conditional use permit for the existing cell tower at 6200 Kelly Drive to allow additional antenna and modifications – Case PZ14-11; Global Signal, applicant**

Assistant City Administrator/Community Development Director Sean Ackerson explained the request was to amend a previously approved conditional use permit to allow new antenna, cabling and other modifications to an existing communications tower. The Planning & Zoning Commission held a public hearing on June 10, 2014 and concluded that the tower met all applicable codes and acknowledged that it had been determined to be structurally sound if

modified in accordance with the proposed construction drawings. They unanimously recommended approval subject to staff recommended conditions listed in the policy report.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2788, AN ORDINANCE AMENDING THE CONDITIONAL USE PERMIT FOR THE EXISTING CELL TOWER AT 6200 KELLY DRIVE TO ALLOW ADDITIONAL ANTENNA & MODIFICATIONS, BE APPROVED FOR FIRST READING. ALL AYE, MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2788 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE, MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2788 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2758. ALL AYES BY ROLL CALL VOTE: PLUMB, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

*Bill No. 2788 was posted June 13, 2014.*

**E. Approve an ordinance amending the conditional use permit for the existing cell tower at 16205 Highway 45 to allow additional antenna and modifications – Case PZ14-12; Sprint, applicant on behalf of SBA Network Services, owner**

Assistant City Administrator/Community Development Director Sean Ackerson noted the request was similar to that in Item 5D. The tower was located at 16205 Highway 45 and the request was to amend the previously approved conditional use permit to allow new antenna, cabling and modifications. Following a public hearing on June 10, 2014 the Planning & Zoning Commission unanimously recommended approval subject to staff recommended conditions listed in the policy report. They concluded that the tower met all applicable codes and acknowledged it was determined to be structurally sound if modified in accordance with the proposed construction drawings,

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2789, AN ORDINANCE AMENDING THE CONDITIONAL USE PERMIT FOR THE EXISTING CELL TOWER AT 16205 45 HIGHWAY AKA PLATTE COUNTY PARCEL NUMBER 20-4.0-19-000-000-024.000 TO ALLOW ADDITIONAL ANTENNA AND MODIFICATIONS, BE APPROVED FOR FIRST READING. ALL AYE, MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2789 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE, MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2789 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2759. ALL AYES BY ROLL CALL VOTE: PLUMB, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

*Bill No. 2789 was posted June 13, 2014.*

**F. Approve an ordinance amending Parkville Municipal Code Section 442.020 to allow accessory commercial vehicle storage in the Old Town District if fully enclosed – Case PZ14-15; applicant, Paul and Rhonda Doyle of P&R Properties LLC**

Assistant City Administrator/Community Development Director Sean Ackerson explained that

the Old Town District included a list of approved and prohibited uses. The current language permitted service and contractor businesses, but prohibited storage of commercial vehicles. Ackerson noted that as long as the vehicles were inside there would not be an adverse impact to the downtown area. He added it would encourage re-use for other tenants but could only be used for storage accessory to the primary business. Following a public hearing on June 10, 2014 the Planning & Zoning Commission unanimously recommended approval subject to staff recommended conditions listed in the policy report.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2790, AN ORDINANCE **AMENDING PARKVILLE MUNICIPAL CODE, SECTION 442.020 TO ALLOW ACCESSORY COMMERCIAL VEHICLE STORAGE IN THE OLD TOWN DISTRICT IF FULLY ENCLOSED**, BE APPROVED FOR FIRST READING. ALL AYE, MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2790 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE, MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2790 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2760. ALL AYES BY ROLL CALL VOTE: PLUMB, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

*Bill No. 2790 was posted June 13, 2014.*

**G. Approve an ordinance for a conditional use permit to allow offsite storage, staging and assemblage of heavy equipment and materials for public utility and infrastructure construction on 15 acres – Case PZ14-14; JDJ Commercial Properties LLC, owner**

Assistant City Administrator/Community Development Director Sean Ackerson stated the request was for a 15-acre portion of a parcel with access off N Highway north of Jones Myer, and northwest of the intersection of Interstate 435 and Highway 152. The property was originally owned by Clarkson Construction for use in the construction of Interstate 435 and was sold to the current property owners who requested to continue the same use. The conditional use permit was for two years with the ability to renew pending an application submitted by the applicants. Ackerson also noted the prior language was cleaned up in order to make the provisions easier to administer. Following a public hearing on June 10, 2014 the Planning & Zoning Commission unanimously recommended approval subject to staff recommended conditions listed in the policy report.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2791, AN ORDINANCE **APPROVING A CONDITIONAL USE PERMIT FOR OFFSITE STORAGE, STAGING AND ASSEMBLAGE OF HEAVY EQUIPMENT AND MATERIALS FOR PUBLIC UTILITY AND INFRASTRUCTURE CONSTRUCTION ON A 15-ACRE PORTION, MORE OR LESS, OF PARCEL 20-3.0-07-000-000-003-001**, BE APPROVED FOR FIRST READING. ALL AYE, MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2791 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE, MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2791 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2761. ALL AYES BY ROLL CALL VOTE: PLUMB, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

*Bill No. 2791 was posted June 13, 2014.*

**H. Approve Resolution No. 06-05-14 to delegate to the Community Development Director the authority of the Board of Aldermen to approve temporary fireworks stands in a “B-4” Planned Business District**

Assistant City Administrator/Community Development Director Sean Ackerson explained the ordinance granted administrative authority for fireworks stands in non-residential zoning districts to staff, but required Board of Aldermen approval for changes of use in a B-4 District. Staff requested the Board delegate authority for approval of temporary fireworks stands on properties zoned B-4 to the Community Development Director.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE RESOLUTION NO. 06-05-14 TO DELEGATE TO THE COMMUNITY DEVELOPMENT DIRECTOR THE AUTHORITY OF THE BOARD OF ALDERMEN TO APPROVE TEMPORARY FIREWORKS STANDS IN A “B-4” PLANNED BUSINESS DISTRICT. ALL AYE, MOTION PASSED 8-0.

**6. STAFF UPDATES ON ACTIVITIES**

City Administrator Lauren Palmer provided an update on the Interstate 453/Highway 45 Feasibility Study, noting that Convention, Sports and Leisure visited the site at the end of May and had interviews with staff and area stakeholders to determine demand. The report would be presented to the Board at the end of the summer.

Palmer also provided an update on slide repairs on Route FF, stating that the Missouri Department of Transportation (MoDOT) planned maintenance in downtown, known as River Road, and the road would be closed from July 7 through September 27 from Homer White Road to Crooked Road. She added staff would provide the Board with any updates and was working on the public information piece including posts to social media and the website.

Finally, Palmer updated the Board about the public input process for Amendment 7 regarding the three-fourths cent statewide transportation sales tax. MoDOT opened the public comment period June 13 which would help to identify transportation priorities in each region if approved by the voters in August. Projects in the Northland on the draft list that affected Parkville included the Interstate 29/Interstate 35 interchange, Highway 169/Broadway Bridge, and KC Scout system installation in the Northland. MoDOT would hold open houses across the region and encouraged online public input.

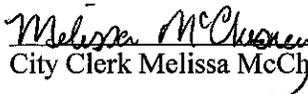
**7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD**

**8. ADJOURN**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE **JUNE 17, 2014** REGULAR BOARD MEETING AT 8:20 P.M. ALL AYE; MOTION PASSED 8-0.

The minutes for Tuesday, June 17, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the first day of July 2014.

Submitted by:

  
City Clerk Melissa McChesney



Mayor Nanette K. Johnston opened the work session at 6:47 p.m. on July 1, 2014. In attendance were Aldermen Greg Plumb, Kendall Welch, Jim Werner, Diane Driver, Dave Rittman, David Jones and Marc Sportsman. Kari Lamer was absent with prior notice.

The following staff was also present:

Lauren Palmer, City Administrator  
Kirk Rome, P.E., Public Works Director  
Melissa McChesney, City Clerk  
Don Bayer, Acting City Attorney

**1. GENERAL AGENDA**

**A. Presentation by the Parkville Economic Development Council**

Roxsen Koch, Chair of Parkville Economic Development Council (PEDC), provided an overview of the PEDC, appended hereto as Exhibit A. She stated it was created after four years of discussion with the Board of Aldermen and other community leaders in order to help maintain the quality of life for Parkville and provide responsible community improvement. It was founded in 2011 as part of the City's Plan for Progress as a public/private partnership with the City, Chamber of Commerce, Main Street Parkville Association and private investors. Koch added that approximately \$10,000 in services was donated and it helped bring new businesses into Parkville.

Greg Foss, Executive Director, stated the PEDC partnered with the Platte County Economic Development Council to use a program to retrieve business retention data from company interviews; the 2013 results were shared in March. The Creative Community Builders Committee strived to provide connections with residents and businesses for entrepreneurial services through Park University students to bring goods in from their home countries. The Parkville Trading Company was introduced to local businesses to seek interest in showing those products in stores. One of the products, an Ossoturo Chair made out of cardboard, was in the process of being patented and a business plan created to market the chair for mass production.

The Partnership Committee explored expanded growth opportunities and building relationships. Projects included involvement with the I-435 and Highway 45 Feasibility Study and working with Platte County for opportunities for additional trails and Phase 2 for Platte Landing Park. Task forces included Parks and Trails, Parkville Sports Village, and the Project Resource Task Force. Foss explained the Infrastructure Committee set eight priorities, one of which was the Location One Information System (LOIS) that helped businesses find open office space in Parkville, and added that two projects were being considered.

Further discussion focused on the empty space in downtown for potential businesses. Foss stated the PEDC continued to work with the Main Street Parkville Association and the Parkville Chamber of Commerce to evaluate available space.

City Administrator Lauren Palmer noted the City's investment in the PEDC was \$20,000 per year which gives the City access to Mr. Foss and PEDC board volunteers to supplement the work of staff, adding the work being done by the PEDC was valuable and could not be done at the same level by City staff.

The work session ended at 7:19 p.m.

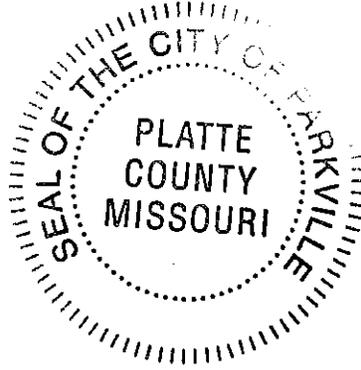
WORK SESSION MINUTES OF THE BOARD OF ALDERMEN OF JULY 1, 2014

Page 2 of 2

The work session minutes for July 1, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the fifteenth day of July 2014.

Submitted by:

Melissa McChesney  
City Clerk Melissa McChesney



**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:20 p.m. on July 1, 2014, in the Board Room, 8880 Clark Avenue, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- absent with prior notice
Ward 1 Alderman Diane Driver	- present
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Dave Rittman	- present
Ward 3 Alderman Kendall Welch	- present
Ward 3 Alderman David Jones	- present
Ward 4 Alderman Marc Sportsman	- present
Ward 4 Alderman Greg Plumb	- present

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator  
Kevin Chrisman, Police Chief  
Kirk Rome, P.E., Public Works Director  
Don Bayer, Acting City Attorney

Mayor Johnston announced the Board held an executive session, pursuant to RSMO 610.021(3), and no votes were taken as a result of the executive session.

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

**2. CITIZEN INPUT**

**A. Anthony Barber regarding a four-way stop sign at the intersection of Crooked Road and River Hills Drive in River Hills Estates**

Mr. Barber explained he had asked for traffic relief along Crooked Road at the intersection at River Hills Drive since 2008 when he requested a four-way stop be added. He noted the intersection had a two-way stop with free entrance onto Crooked Road, but as the community grows the issue may get worse and he requested the Board consider a petition to support the initiative. He further shared his concerns with the speed limit, traffic problems and safety.

City Administrator Lauren Palmer explained TranSystems conducted a traffic study in June 2013 to determine if a four-way stop should be added at the intersection. The study evaluated six criteria including volumes and accident reports and determined that it was not warranted. She added that staff's recommendation was to deny the request, but the Board could approve the request through adoption of an ordinance.

Further discussion focused on the next steps following the submission of a petition. Palmer recommended the Board monitor growth in the area to see if traffic volumes changed. Police Chief Kevin Chrisman noted he visited the site to watch the traffic and witnessed that most drivers did not stop at the stop sign; he agreed with staff's recommendation. Mayor Johnston requested Mr. Barber receive a copy of the traffic study to distribute to his neighbors and questions or comments could be submitted to the Board.

The Mayor recognized members of the Boy Scouts of America in the audience and called him to the podium. Parker Stephens of Troop 495 stated he was working on his Communications merit badge.

**3. MAYOR'S REPORT**

**4. CONSENT AGENDA**

- A. Approve the minutes for June 17, 2014 regular meeting
- B. Approve a retail liquor by the drink picnic license request from Main Street Parkville Association for the 46<sup>th</sup> Annual Parkville Days August 22-24, 2014
- C. Approve an investment strategy for the bond reserves for the Brush Creek Drainage Area Neighborhood Improvement District and the Brink Meyer Road Neighborhood Improvement District
- D. Approve the renewal of workers' compensation coverage with Midwest Public Risk for July 1, 2014, through June 30, 2015
- E. Approve the purchase of hydrogen sulfide/odor control chemicals for the sanitary sewer lines in the Riss Lake subdivision
- F. Approve the declaration and disposal of surplus items
- G. Receive and file the May 2014 operations report for the Sewer Treatment Plant
- H. Approve Accounts Payable June 10 through June 24, 2014

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYE, MOTION PASSED 7-0.

## 5. ACTION AGENDA

### A. Authorize staff to prepare and submit a grant application for Planning Sustainable Places funding for a corridor study for Route 9

City Administrator Lauren Palmer stated two studies, the Livable Communities Study and Vision Downtown Parkville, were funded through a Planning Sustainable Places grant through the Mid-America Regional Council (MARC) that called for significant improvements along Route 9. MARC released a call for projects for a second round of funding and staff requested the Board authorize staff to submit a grant application targeted at the implementation projects listed in the studies. The first part of the action requested would be for a \$120,000 grant with a local match of funding of at least \$50,000. The second part of the action requested would be to authorize the City's lead commitment of \$15,000 toward the grant and the remaining funding would be through coordinated with local partners.

Palmer explained the grant would be for the preliminary level of design including a concept-level plan for the City to adopt to help obtain future right-of-way for development and would position the City to be able to compete for future grant funding. The Finance Committee reviewed the request and recommended approval of the grant application and discussion included extending the boundary from Route 45 past Coffey Road. Staff spoke with TranSystems and felt the extension was feasible but cautioned that the expanding scope would increase future costs.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO DIRECT STAFF TO SUBMIT A PLANNING SUSTAINABLE PLACES GRANT APPLICATION FOR THE ROUTE 9 CORRIDOR STUDY AND TO APPROVE \$15,000 IN 2015 TOWARD THE LOCAL MATCH, SUBJECT TO AT LEAST \$35,000 IN ADDITIONAL MATCHING FUNDS BEING PROVIDED BY OTHER LOCAL PARTNERS. ALL AYE; MOTION PASSED 7-0.

### B. Approve an ordinance authorizing the 2013 – 2023 Transportation Sales Tax Agreement with Platte County

City Administrator Lauren Palmer explained the request was related to a Platte County ten-year three-eighths of one cent transportation sales tax which represented a critical partnership for transportation improvements, of which 50 percent would be distributed to municipalities. The

initial copy was received in December, and the City had several concerns about the distribution formula, which were discussed with Platte County to negotiate changes. Palmer added that the agreement was changed to assure the road districts would be funded from the unincorporated portion of the proceeds. Assurances were made by the County as to how tax increment financing proceeds would be treated. One major factor for recommendation of the agreement was that the County-committed local match funding for Phase C of Highway 45 which was documented in a separate letter from the County. Concerns were raised about the language waiving legal rights of the City for future recourse if the formula changes, the lack of obligation of the County to not share the proceeds, and the inability of the County to not honor their public commitments as given prior to the public's vote.

Alderman Sportsman noted for the record that there was a prior history of the formula changing without discussion with the City, and he was concerned with giving away the city's right for legal remedies.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2793, AN ORDINANCE AUTHORIZING AN AGREEMENT WITH PLATTE COUNTY FOR THE DISTRIBUTION OF 2013 - 2023 TRANSPORTATION SALES TAXES, BE APPROVED FOR FIRST READING. MOTION CARRIED 6-1 (SPORTSMAN).

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2793 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. MOTION CARRIED 6-1 (SPORTSMAN).

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2793 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2762. AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, AND JONES. NAYS: RITTMAN AND SPORTSMAN. MOTION PASSED 5-2.

*Bill No. 2793 was posted June 27, 2014.*

## **6. STAFF UPDATES ON ACTIVITIES**

Police Chief Kevin Chrisman provided an update on fireworks regulations, reminded citizens about fireworks safety during the holiday, and about the Fourth of July event downtown and the effect on Platte Landing Park.

Public Works Director Kirk Rome, P.E., provided an update on the Pinecrest Pump Station, noting that staff was going to rebid the project because the current contractor backed out. He added the project included complicated electrical work that required specialized knowledge. He also provided an update on the work session for design of the downtown entryway project, noting that staff was working with a local supplier of decorative street lights and hoped to have more information for the Board at a future date.

## **7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD**

## **8. ADJOURN**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE **JULY 1, 2014** REGULAR BOARD MEETING AT 8:28 P.M. ALL AYE; MOTION PASSED 7-0.

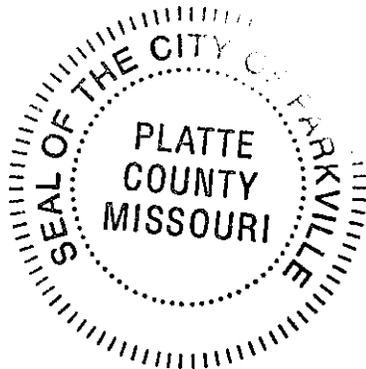
MINUTES OF THE BOARD OF ALDERMEN REGULAR MEETING OF JULY 1, 2014

Page 4 of 4

The minutes for Tuesday, July 1 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the fifteenth day of July 2014.

Submitted by:

*Melissa McChesney*  
City Clerk Melissa McChesney



**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:07 p.m. on Tuesday, July 15, 2014, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- absent with prior notice
Ward 1 Alderman Diane Driver	- present
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Dave Rittman	- present
Ward 3 Alderman Kendall Welch	- present
Ward 3 Alderman David Jones	- present
Ward 4 Alderman Marc Sportsman	- present
Ward 4 Alderman Greg Plumb	- present

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator  
Sean Ackerson, Assistant City Administrator/Community Development Director  
Kevin Chrisman, Police Chief  
Kirk Rome, P.E., Public Works Director  
Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

**2. CITIZEN INPUT**

The Mayor recognized members of Boy Scouts of America Troop 433 in the audience and called them to the podium. Jackson Minor and Jay Threadgill stated they were working on their Communications merit badges.

**3. MAYOR'S REPORT**

**A. Approve the reappointment of Phil Wassmer to the Community Land and Recreation Board through May 2017**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE REAPPOINTMENT OF PHIL WASSMER TO THE COMMUNITY LAND AND RECREATION BOARD THROUGH MAY 2017. ALL AYES, MOTION PASSED 7-0.

**B. Approve the reappointment of Neil Davidson to the Community Land and Recreation Board through May 2017**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE REAPPOINTMENT OF NEIL DAVIDSON TO THE COMMUNITY LAND AND RECREATION BOARD THROUGH MAY 2017. ALL AYES, MOTION PASSED 7-0.

**4. CONSENT AGENDA**

- A. Approve the minutes for July 1, 2014 regular meeting
- B. Approve the minutes for the July 1, 2014 work session
- C. Receive and file the financial report for the month ending June 30, 2014
- D. Receive and file the crime statistics for January through May 2014
- E. Approve accounts payable from June 27 to July 9, 2014

- F. Approve a special event permit and use of the alley near 12 East Street for the Grand Opening of Samsara Vintage Home on August 9, 2014, subject to conditions
- G. Approve a contract with KCP&L for the M-Power program for the period of July 16 to September 30, 2014 at the Sewer Treatment Plant
- H. Accept the storm sewer performance and maintenance bond for the 13th Plat, Phase B and 16th Plat in the Thousand Oaks subdivision

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES, MOTION PASSED 7-0.

## 5. ACTION AGENDA

### A. Items Related to The Village at the National

Assistant City Administrator/Community Development Director Sean Ackerson explained the items were related applications for The Village at the National. The preliminary development plan was approved in April 2014 for a number of retail and office buildings, a bank and associated parking, and other amenities. The first phase included the first office building, a drive-thru coffee shop, and access to National Drive which came in the form of the final development plan. Ackerson explained the differences between the preliminary and final plans, noting that excess land was given back for the part of the frontage dedicated to Highway 45 which was larger than in the preliminary plan.

The first action requested the voluntary annexation of approximately 27,121 square feet and the second request was to rezone the annexed area to B-4 District to match the rest of the development. The third request was to approve the final plat which divided it into individual lots and the fourth request was for the final development plan. Ackerson stated the final development plan addressed changes based on discussion of the preliminary plan, including visual impacts from the line of the building, elevations, and landscaping.

Tony Borchers, director of development for J3-Pandi, thanked several people for their help with the plans. He noted that Chad Earwood and Scott Lear with E-Shipping, located in downtown, would move and be the owner/occupant of the first office space.

Highlights addressed from the preliminary plan included the Missouri Department of Transportation giving back right-of-way, an approved traffic impact study, construction plans for the medians, and stoplight reconfiguration. He added the integrity and quality remained the same with the same materials and architectural style, the pitched roof was lowered with an added patio below with natural screening. The relocation of the cart path was discussed through site meetings with The National; the letter from Tom Watson designs is attached hereto as Exhibit A. Screening was not originally addressed in the preliminary plan in Phase 1, but was included in Phase 1 of the final development plan for planting in the fall. Borchers explained that site construction would begin the following week with dirt work and the building would be turned over to the new owner in June 2015.

Aldermen Welch noted she forwarded information to residents in The National and received positive comments.

Ackerson stated that the Planning & Zoning Commission voted unanimously on all four applications with a vote of 8-0 and concluded the questions from the preliminary plan were adequately addressed. They recommended approval subject to conditions.

1. **Approve an ordinance for the voluntary annexation of two tracts containing a combined area of approximately 27,121 square feet – Case VA14-02; J3-Pandi, LLC, applicant**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2793, AN ORDINANCE ANNEXING TWO TRACTS CONTAINING A COMBINED AREA OF 27,121 SQUARE FEET, MORE OR LESS, INTO THE CITY OF PARKVILLE, MISSOURI, BE APPROVED FOR FIRST READING. ALL AYES, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2793 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2793 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2763. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

2. Approve an ordinance amending Parkville Municipal Code Chapter 405 to rezone two tracts containing a combined area of approximately 27,121 square feet from County "R-25" Single-Family Large Lot District to City "B-4" Planned Business District – Case PZ14-19; applicant J3-Pandi, LLC, owner

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2794, AN ORDINANCE AMENDING CHAPTER 405 OF THE PARKVILLE ZONING CODE TO REZONE TWO TRACTS CONTAINING A COMBINED AREA OF 27,121 SQUARE FEET, MORE OR LESS, FROM COUNTY "R-25" SINGLE-FAMILY LARGE LOT DISTRICT TO CITY "B-4" PLANNED BUSINESS DISTRICT, BE APPROVED ON FIRST READING. ALL AYES, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2794 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2794 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2764. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

3. Approve an ordinance for the final plat of The Village at the National, Phase 1 – Case PZ14-17; applicant, J-3 Pandi, LLC, owner

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2795, AN ORDINANCE APPROVING THE FINAL PLAT, THE VILLAGE AT THE NATIONAL PHASE 1, BE APPROVED FOR FIRST READING. ALL AYES, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2795 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2795 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2765. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

4. Approve a final development plan for The Village at the National, an office and commercial development on approximately 9.5 acres – Case PZ14-18; applicant J3-PANDI, LLC, owner

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE VILLAGE AT THE NATIONAL FINAL DEVELOPMENT PLAN, SUBJECT TO STAFF RECOMMENDED CONDITIONS. ALL AYES, MOTION PASSED 7-0.

**B. Items Related to the Townhomes at the National, 2nd Plat**

Assistant City Administrator/Community Development Director Sean Ackerson explained that the items were related to the Townhomes at the National, 2<sup>nd</sup> Plat. The second phase of development would create seven developable lots, two private open space tracts and public rights-of-way. J-3 Pandi would obtain building permits on lots in the final plats prior to acceptance of improvements. Ackerson noted that often properties became platted and permits were obtained later to allow them to start building before the improvements were done, but required financial assurance.

The Planning & Zoning Commission approved the final plat, subject to conditions, by a unanimous vote of 8-0. Ackerson added the consideration to proceed with permits prior to construction only needed approval from the Board of Aldermen. Staff consulted with the Southern Platte Fire Protection District that determined it was not in conflict with their ordinances, but requested we do not approve occupancy prior to the development.

**1. Approve an ordinance for the final plat, Townhomes at the National, 2nd Plat – Case PZ14-21; applicant, J-3 Pandi, LLC, owner**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2796, AN ORDINANCE APPROVING THE FINAL PLAT, TOWNHOMES AT THE NATIONAL – 2ND PLAT, BE APPROVED FOR FIRST READING. ALL AYES, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2796 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2796 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2766. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

**2. Authorize J3-Pandi, LLC to obtain building permits on lots in the Final Plat, Townhomes at the National, 2nd Plat, prior to completion and acceptance of the public improvements, and approve the associated performance bond amount**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO AUTHORIZE J3-PANDI, LLC TO OBTAIN BUILDING PERMITS ON LOTS IN THE FINAL PLAT, TOWNHOMES AT THE NATIONAL – 2ND PLAT PRIOR TO COMPLETION AND ACCEPTANCE OF THE PUBLIC IMPROVEMENTS AND TO APPROVE A PERFORMANCE BOND AMOUNT OF 120 PERCENT OF THE ENGINEERS DETAILED COST ESTIMATE FOR CONSTRUCTION, ALL SUBJECT TO STAFF RECOMMENDED CONDITIONS. ALL AYES, MOTION PASSED 7-0.

**C. Approve an ordinance employing Ms. Tiffany Falstich as a full-time seasonal maintenance worker assigned to the Parks Division of the Public Works Department**

Public Works Director Kirk Rome, P.E., stated that the request was to fill one of the three positions budgeted for 2014 and was important to fill because of the amount of work needed in the park.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2797, AN ORDINANCE **HIRING TIFFANY FALSTICH AS A FULL-TIME SEASONAL LANDSCAPE MAINTENANCE WORKER FOR THE CITY OF PARKVILLE**, BE APPROVED FOR FIRST READING. ALL AYES, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2797 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2797 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2767. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

**6. STAFF UPDATES ON ACTIVITIES**

**7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD**

**Environmental - Alderman Welch**

Aldermen Welch provided an update to the electronics recycling event held on July 1, noting the next event would be September 2. She also stated the Mid-America Regional Council Solid Waste Management District was conducting a survey on how to better understand the role of home recycling.

**Main Street Parkville Association – Alderman Rittman**

Alderman Rittman provided an update on the July 4<sup>th</sup> event, noting that residents appreciated staff for addressing concerns with the carnival inspections and added the event earned 30-35 percent over the estimates. He also spoke about Parkville Days and Christmas on the River.

Alderman Plumb commended staff on the success of the park and requested information about trees at the dog park. City Administrator Lauren Palmer stated staff was working on a \$3,500 grant that was approved by the Community Land & Recreation Board and would come before the Board of Aldermen on August 5.

**8. ADJOURN**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **ADJOURN THE JULY 15, 2014 REGULAR BOARD MEETING AT 7:57 P.M.** ALL AYE; MOTION PASSED 7-0.

The minutes for Tuesday, July 15, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the fifth day of August 2014.

Submitted by:

*Melissa McChesney*  
City Clerk Melissa McChesney





TOM WATSON DESIGN

July 3, 2014

Mr. Tony Borchers  
PO Box 14146  
Parkville, MO 64152

Dear Tony:

Thank you for meeting me on-site at Hole No. 7 at The Deuce on May 8, 2014 and June 19, 2014 to review the plans for The Village at The National and the potential relocation of the cart path in two areas adjacent to that hole as shown on the attached drawing.

As the golf course architect for The Deuce, I was aware of the potential for development of the Village ground when we completed construction of The Deuce in 2002. I do not take lightly the impact of the proposed relocation of the cart path lightly. However, as we discussed on our site visits, I do not feel this relocation will have a negative impact on the aesthetics or playability of the hole. The proposed path location as staked on-site and shown on the attached plan we reviewed should be able to be constructed with minimal disruption to the golf hole. I appreciate your inclusion, as I requested, additional tree plantings on both sides of the new section of cart path as shown on the attached landscape plan. The mix of deciduous and evergreen trees will provide a nice transition to the landscaping you will be adding to the slope above and below the retaining wall as well as the trees that will remain.

The necessary clearing of trees on The Village site for the detention basin and overall site development should also provide the benefit of increasing air flow to No. 7 and allow for better agronomic conditions to aid in the growth of grass on the tees and lower areas of the golf hole. In addition, as we discussed, if you will perform the trimming and "limbing up" of the trees on the left side of the hole at the beginning of the fairway, that will also improve air flow and allow for better vision from the teeing area. As a last request, please remember to remove the dead tree we marked on the left side of the cart path at the beginning of the fairway.

Thank you again for the ability to review the project and provide input on the design. If you have any questions as you get into construction and the replanting of trees, please feel free to contact me.

Sincerely,

Robert Gibbons

Robert Gibbons

**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:02 p.m. on Tuesday, August 5, 2014, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- absent with prior notice
Ward 1 Alderman Diane Driver	- present
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Dave Rittman	- present
Ward 3 Alderman Kendall Welch	- present
Ward 3 Alderman David Jones	- absent with prior notice
Ward 4 Alderman Marc Sportsman	- absent with prior notice
Ward 4 Alderman Greg Plumb	- present

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator  
Sean Ackerson, Assistant City Administrator/Community Development Director  
Major Kevin Davis, Police Department  
Kirk Rome, P.E., Public Works Director  
Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

**2. CITIZEN INPUT**

**3. MAYOR'S REPORT**

Mayor Johnston recognized several events that happened in July. Neil Davidson received the Civic Leadership Award on July 17; the Board and City staff held a strategic planning session on July 18 to help set priorities for the 2015 budget and an update was planned for the Parkville Chamber of Commerce on August 8; the delegation from the partner city Jesus Maria Jalisco, Mexico visited Parkville on July 21 and a reception was held at City Hall; and on July 30 the city was surprised when President Barack Obama visited Parkville.

**A. Approve the appointment of Susan Robb to the Community Land and Recreation Board through May 2017**

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB TO APPROVE THE APPOINTMENT OF SUSAN ROBB TO THE COMMUNITY LAND AND RECREATION BOARD THROUGH MAY 2017. ALL AYES, MOTION PASSED 5-0.

**4. CONSENT AGENDA**

- A. Approve the minutes for July 15, 2014 regular meeting
- B. Approve a right-of-way agreement with Unite Private Networks for fiber optic cables
- C. Authorize staff to prepare and submit a grant application for the KCP&L Energizing Our Environment Micro-Grant Program to provide shade trees at the new dog park at Platte Landing Park
- D. Approve a professional services agreement with North Hills Engineering, Inc. for on-call engineering services
- E. Approve a liquor by the drink picnic license for the Friends of the Parkville Parks for Parktoberfest on October 4, 2014
- F. Receive and file the June 2013 sewer report

- G. Approve the purchase of a truck for the Streets Division of the Public Works Department
- H. Approve Accounts Payable from July 9 to July 28, 2014

Aldermen Driver recused herself because she was the applicant on one of the items on the consent agenda.

**IT WAS MOVED BY ALDERMAN WERNER AND SECONDED BY ALDERMAN PLUMB TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES, MOTION PASSED 4-0.**

Alderman Driver returned to the meeting.

## **5. ACTION AGENDA**

### **A. Approve an ordinance employing Scott A. Gould as a police officer**

Major Kevin Davis noted Mr. Gould was a northland resident, graduated from Maple Woods College and would graduate from Park University. He added he attended the Blue River Police Academy and worked for other police departments on a part-time basis.

**IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO 2798, AN ORDINANCE **HIRING OF SCOTT A. GOULD AS A POLICE OFFICER FOR THE CITY OF PARKVILLE, MISSOURI**, EFFECTIVE AUGUST 12, 2014, BE APPROVED FOR FIRST READING. ALL AYES, MOTION CARRIED 5-0.**

**IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2798 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION CARRIED 5-0.**

**IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2798 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2768. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, AND RITTMAN. MOTION PASSED 5-0.**

### **B. Approve an ordinance to update Chapter 610 and related sections of the Municipal Code regarding Peddlers, Solicitors and Canvassers**

City Administrator Lauren Palmer explained the code was last updated in 2003 and was brought to staff's attention when an issue arose in July with an approved permit which was subsequently revoked due to an outstanding warrant not shown on the background check provided. The applicant claimed the City did not have the authority to revoke the license based on the current code. Palmer stated that several sections were outdated and inconsistent and staff determined a complete update of the chapter was needed.

Highlights of the new code included: the applicant was now responsible for providing a background check from the Missouri Highway Patrol; the permit would be denied or revoked if the applicant had been convicted within the last seven years; appeals would go through the City Administrator instead of the Board to improve efficiency; the definition of handbills was changed to include both commercial and non-commercial advertising; specified both residences and businesses could be included on the No Visit List; applicants would no longer have the option to apply for a permit or a business license; and the peddler/solicitor portions were taken out of the business license chapter.

The ordinance also created a schedule of fees in Chapter 800, which was originally created as a placeholder for all the fees but was never previously used. The schedule of fees would create a

central area where all the fees would be located and easy to reference and would make it easier during budget discussions if the Board wished to increase all the fees by a certain percentage in one code change instead of having to update each code separately. Future amendments would be made as needed to move the fees to the schedule in Chapter 800 by resolution.

Further discussion focused on the rules for canvassers, including political candidates, who had to adhere to the No Visit List and the designated times for the activity; the No Visit List and consequences for anyone that visited those residences; and violations and revocations of permits.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2799, AN ORDINANCE **AMENDING REGULATIONS FOR PEDDLERS, SOLICITORS, AND CANVASSERS**, BE APPROVED FOR FIRST READING. ALL AYES, MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2799 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2799 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2769. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, AND RITTMAN. MOTION PASSED 5-0.

**C. Approve Resolution No. 08-01-14 to establish a schedule of fees and set the fee for the peddling and soliciting permit**

City Administrator Lauren Palmer recommended a fee of \$50 for a one-time permit with a 30-day consecutive term with the option to renew if all conditions were still being met. The current fee was \$4 per day for a six-month period and was not enough to cover the staff time needed to issue a permit.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB TO APPROVE RESOLUTION NO. 08-01-14 ESTABLISHING THE SCHEDULE OF FEES AND SETTING EACH SOLICITATION AND PEDDLING PERMIT FEE AT \$50 FOR A TERM OF 30 CONSECUTIVE DAYS. ALL AYES, MOTION CARRIED 5-0.

**D. Approve a contract with TranSystems for engineering design and construction observation services for the Route 9 Downtown Entryway Improvements Project in the amount of \$26,434.27**

City Administrator Lauren Palmer said that in April 2013 the City received a transportation enhancement grant for improvements to Highway 9 that included sidewalks, landscaping and signage enhancements. Due to delays the project was behind schedule and staff received an extension from the Missouri Department of Transportation (MoDOT) through December 31, at which time the plans, specifications and estimate would have to be approved by MoDOT. She added the final design would trigger the release of the grant funds from the Mid-America Regional Council. It would allow staff to proceed with construction next spring which was a better season for landscaping.

Staff recommended engaging a consultant for the design because it was a highly visible, iconic entryway to feature downtown and it was best to have expertise from an outside entity. It would also set the standard for the rest of the Highway 9 corridor. A Request for Qualifications was issued based on MoDOT's on-call consultant process; three proposals were received and the selection committee recommended TranSystems with a proposed fee of \$26,434.27. The Finance Committee discussed funding sources for the design and recommended using the Projects Fund

and the Fewson Fund. To plug the gap the remaining funding would come from the General Fund's remaining balance of the professional services line item, which was set aside for consultant services for insurance renewals and brokerage services but was not needed for the 2015 renewal.

**IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB TO APPROVE AN ENGINEERING DESIGN SERVICES CONTRACT WITH TRANSYSTEMS FOR THE ROUTE 9 DOWNTOWN ENTRYWAY IMPROVEMENTS PROJECT IN THE AMOUNT OF \$26,434.27. ALL AYES, MOTION CARRIED 5-0.**

**E. Approve the final payment to Judy Company in the amount of \$21,820.88 to close out the Brink Myer Retaining Wall Reconstruction Project**

Public Works Director Kirk Rome, P.E., explained that in April 2009 a 150 foot section of the Brink Myer retaining wall fell. Several years of litigation followed and RTE Technologies was contracted to design the repairs. In the summer of 2013 the wall was completed by The Judy Company, who submitted the low bid. They identified nine items that could be value-engineered and completed in-house to help reduce the cost.

Rome added that during the reconstruction The Judy Company used a surveyor to identify the lines and grades to meet RTE Technologies' specifications. After much of the wall was built a subcontractor placed shotcrete and ended up being 28 percent over the planned quantity. The Judy Company presented the cost to staff that rejected it because the City had not been notified of the additional cost before it was placed. Rome stated the contract was for a lump sum amount so the contractor was responsible to verify the quantities and assume the risk. Staff confirmed with RTE Technologies that The Judy Company was not able to determine at the time of bid how much shotcrete was needed. After much discussion, The Judy Company agreed to reduce their cost and City staff and the city attorney felt it was a fair amount. Rome added if the agreement was approved, the final payment would be commissioned on release of future claims signed by The Judy Company.

The Brink Myer Wall Fund had adequate funding to cover the additional cost and the General Fund would be reimbursed by the money remaining in the fund after the payment. Staff recommended approving the final payment contingent upon the signed waiver. Rome noted the total cost was below the original low bid amount.

**IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB TO APPROVE FINAL PAYMENT TO THE JUDY COMPANY IN THE AMOUNT OF \$21,820.88, FOR A TOTAL FINAL CONTRACT AMOUNT OF \$1,070,000, CONTINGENT UPON RECEIPT OF A FINAL RELEASE AND WAIVER. ALL AYES, MOTION PASSED 5-0.**

**F. Approve an ordinance employing William Thomsen as a full-time seasonal maintenance worker assigned to the Parks Division of the Public Works Department**

Public Works Director Kirk Rome, P.E., stated Mr. Thomsen would fill a full-time vacant position, budgeted in 2014, that would end in October.

**IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2800, AN ORDINANCE HIRING WILLIAM THOMSEN AS A FULL-TIME SEASONAL LANDSCAPE MAINTENANCE WORKER FOR THE CITY OF PARKVILLE, BE APPROVED FOR FIRST READING. ALL AYES, MOTION CARRIED 5-0.**

**IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB**

THAT BILL NO. 2800 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2800 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2770. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, AND RITTMAN. MOTION PASSED 5-0.

**G. Approve an ordinance employing George Sarpong as a full-time seasonal maintenance worker assigned to the Parks Division of the Public Works Department**

Public Works Director Kirk Rome, P.E., said Mr. Sarpong who would replace Travis Phelan as one of the three full-time seasonal maintenance worker positions that was budgeted in 2014 and would end in October.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2801, AN ORDINANCE **HIRING GEORGE SARPONG AS A FULL-TIME SEASONAL LANDSCAPE MAINTENANCE WORKER FOR THE CITY OF PARKVILLE**, BE APPROVED FOR FIRST READING. ALL AYES, MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2801 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2801 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2771. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, AND RITTMAN. MOTION PASSED 5-0.

**H. Approve an ordinance adjusting the hourly rate of pay for Travis Phelan and Tiffany Falstich**

Public Works Director Kirk Rome, P.E., explained Mr. Phelan and Ms. Falstich were recently hired at a rate of \$11.50 per hour. The increase was requested in order to ensure equity among the employees hired in the prior agenda items.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2802, AN ORDINANCE **TO SET THE HOURLY RATE OF PAY AT \$12.00 FOR TRAVIS PHELAN AND TIFFANY FALSTICH**, BE APPROVED FOR FIRST READING. ALL AYES, MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2802 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2802 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2772. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, AND RITTMAN. MOTION PASSED 5-0.

**6. STAFF UPDATES ON ACTIVITIES**

City Administrator Lauren Palmer updated the Board on the Highway 9 Corridor Study, noting that staff was working on getting support for the local match and would give a final update once the amounts were determined. She added that she, Mayor Johnston and Assistant City Administrator/

Community Development Director Sean Ackerson scheduled a meeting with Riverside to discuss a possible partnership to extend the corridor study to Maddox Road. The partnership would help improve the competitiveness and show regional support for the project.

**7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD**

**Alderman Welch – Environmental**

Alderman Welch said she took the suggestion from Alderman Sportsman at the last meeting to contact the electronic recycling company to increase the number of times they accepted recycling. She added they would accept recycling monthly starting in September. She also updated the Board about recycling bin theft at English Landing Park and noted that Blacksher Trash Service was in the process of replacing the stolen bins.

**Alderman Driver – Nature Sanctuary**

Alderman Driver provided an update on the Nature Sanctuary and recognized the individuals and groups that volunteered in the summer that helped to replace safety railings on the boardwalk, trimmed branches on the trails, finished the low land and spread rocks, and placed a new sign at the trailhead. Mayor Johnston said she would like to recognize the volunteers at a future Board meeting.

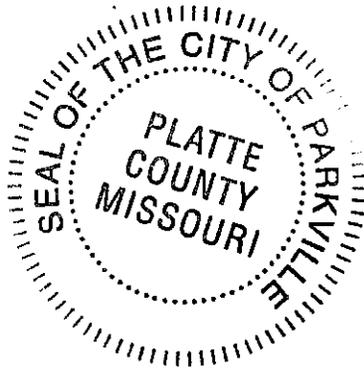
**8. ADJOURN**

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB TO **ADJOURN THE AUGUST 5, 2014 REGULAR BOARD MEETING AT 8:05 P.M. ALL AYE; MOTION PASSED 5-0.**

The minutes for Tuesday, August 5, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the nineteenth day of August 2014.

Submitted by:

Melissa McChesney  
City Clerk Melissa McChesney



**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:09 p.m. on Tuesday, August 19, 2014, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present
Ward 1 Alderman Diane Driver	- present
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Dave Rittman	- present
Ward 3 Alderman Kendall Welch	- present
Ward 3 Alderman David Jones	- present
Ward 4 Alderman Marc Sportsman	- present
Ward 4 Alderman Greg Plumb	- present

A quorum of the Board of Aldermen was present.

The following staff was also present:            Lauren Palmer, City Administrator  
Sean Ackerson, Assistant City Administrator/Community Development Director  
Kevin Chrisman, Police Chief  
Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

**2. CITIZEN INPUT**

**3. MAYOR'S REPORT**

**4. CONSENT AGENDA**

- A. Approve the minutes for August 5, 2014 regular meeting
- B. Receive and file the financial report for the month ending July 31, 2014
- C. Authorize staff to engage Northland Alternative Service Program for court-appointed community service volunteers
- D. Approve a volleyball court use agreement with the Platte County Community Center South YMCA granting exclusive use of three sand volleyball courts in English Landing Park on Sunday evenings September 7 through November 1, 2014
- E. Approve a sign permit for two wall signs and one monument sign for the Marshall Dental Office, 6112 9 Highway – Application No. SPA14-02 through 14; Whitney Graves, Metal Works Co. on behalf of Dr. Craig Marshal
- F. Approve Resolution No. 08-02-14 adopting the revised Vision Downtown Parkville (formerly referred to as the Parkville Downtown Master Plan)
- G. Approve Work Authorization No. 31B with North Hills Engineering for engineering work for the 2014 sewer line closed circuit television and cleaning project in the amount of \$7,875
- H. Approve accounts payable for July 28 through August 13, 2014

Alderman Plumb noted he served on the board for the Northland Alternative Service Program but received no financial gain.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES; MOTION PASSED 8-0.**

5. ACTION AGENDA

A. **Approve an ordinance repealing and replacing Parkville Municipal Code Chapter 107 to disclose potential conflicts of interest and substantial interests for certain officials**

City Clerk Melissa McChesney stated the ordinance was required to be reaffirmed or updated every two years and was last reaffirmed in September 2012. The ordinance was updated to remove the title Purchasing Officer since the City no longer had the position.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2803, AN ORDINANCE **REPEALING AND REPLACING PORTIONS OF CHAPTER 107 OF THE PARKVILLE MUNICIPAL CODE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN OFFICIALS**, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2803 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2803 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2773. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

B. **Approve an ordinance amending the conditional use permit for the existing lattice cell tower at 6205 Kelly Drive to allow additional antenna and modifications –Case PZ14-20; T-Mobile, applicant**

Assistant City Administrator/Community Development Director Sean Ackerson stated the request was to replace an old antenna and for modifications to other related equipment. The Planning and Zoning Commission recommended approval on August 12 subject to conditions. The tower analysis concluded that structural modifications were necessary and staff would ensure all construction was in accordance with the report.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2804, AN ORDINANCE **AMENDING THE CONDITIONAL USE PERMIT FOR THE EXISTING CELL TOWER AT 6205 KELLY DRIVE TO ALLOW ADDITIONAL ANTENNA AND MODIFICATIONS**, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2804 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2804 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2774. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

C. **Approve a final site plan for a 60 foot monopole training tower in the “B-P” Business Park District – Case PZ14-24; Pinnacle Career Institute, applicant**

Assistant City Administrator/Community Development Director Sean Ackerson explained that the Board approved a lattice training tower on the west side of the Interstate 435 and Highway 45 interchange which was now constructed. The request proposed a complementary tower on a

monopole for additional training. The Planning and Zoning Commission recommended approval on August 12 subject to staff conditions.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE FINAL SITE PLAN FOR A 60' MONOPOLE, TRAINING TOWER IN THE "B-P" BUSINESS PARK DISTRICT, SUBJECT TO STAFF RECOMMENDED CONDITIONS. ALL AYES; MOTION PASSED 8-0.**

**D. Approve exterior modifications and change of use from a bank to a restaurant in a B-4 Zoning District at 6420 Crooked Road – Case PZ14-23; Karla Gray, applicant**

Assistant City Administrator/Community Development Director Sean Ackerson said the request was for exterior modifications and a change in use for the former Patriot's Bank building at The Greens at Crooked Road to change the vacant structure to allow reuse as a restaurant. The Board of Aldermen had authority for approval under the Parkville Municipal Code so the Planning and Zoning Commission did not review the application. Staff completed a full review of the application and determined it was a permitted use with adequate parking. Ackerson added that staff requested approval of a broader use for the building because it was hard to market since all changes required Board approval. He noted in the past the Board had approved broader spectrums of use in the B-4 District as long as it did not exceed the parking allowed. Uses did not include storage, hotel or motel, use that required more parking than allowed, or significant changes to traffic flow.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE EXTERIOR MODIFICATIONS AND CHANGE OF USE FROM A BANK TO A RESTAURANT IN A B-4 ZONING DISTRICT AT 6420 CROOKED ROAD, SUBJECT TO STAFF RECOMMENDED CONDITIONS. ALL AYES; MOTION PASSED 8-0.**

**E. Approve the installation of a historical marker for the Steamboat Arabia in English Landing Park**

City Administrator Lauren Palmer stated the request was part of Platte County's 175<sup>th</sup> Anniversary celebration. The marker would be placed at the east end of the second loop trail, would match other historical markers in English Landing Park, and the wording was prepared by David Hawley who was affiliated with the Steamboat Arabia Museum. She noted Platte County was responsible for the construction/fabrication of the marker and the City was responsible for the installation, ownership, and routine maintenance of the sign, but the City made no commitment for replacement or significant maintenance (following damage or vandalism) in the agreement.

Neil Davidson commented that the marker was similar to the Lewis & Clark marker next to the a-truss bridge and would be placed across the river from where the boat sank on September 5, 1856. An event was planned for September 6 at the new boat ramp in Platte Landing Park.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE INSTALLATION OF A HISTORICAL MARKER FOR THE STEAMBOAT ARABIA IN ENGLISH LANDING PARK, AS OUTLINED IN THE ATTACHED EXHIBITS AND SUBJECT TO EXECUTION OF THE PROPOSED DONATION AGREEMENT AND THE TERMS THEREIN. ALL AYES; MOTION PASSED 8-0.**

**F. Approve Platte Landing Park Drive as the name for the new road to Platte Landing Park**

Assistant City Administrator/Community Development Director Sean Ackerson explained the

new road through Platte Landing Park needed a name for utility addresses. The Community Land and Recreation Board considered a number of options including extending Main Street or a vanity name. The Mid-America Regional Council guidelines did not support the extension of Main Street, so CLARB recommended Platte Landing Park Drive at its August 13 meeting.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO NAME THE NEW ROAD IN PLATTE LANDING PARK "PLATTE LANDING PARK DRIVE." ALL AYES; MOTION PASSED 8-0.

**6. STAFF UPDATES ON ACTIVITIES**

**A. Police Department**

Police Chief Kevin Chrisman introduced Officer Nick Pence, Sergeant Randall Stone and Captain Jon Jordan and recognized them for going above and beyond the call of duty during recent events. He added they would be formally recognized with letters of commendation.

**7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD**

**Alderman Werner – Parkville Chamber of Commerce**

Alderman Werner noted that on August 28 a legislative panel discussion was scheduled at City Hall.

Alderman Sportsman stated that he thought the volleyball agreement could be an opportunity for downtown businesses to market their business during the Sunday night games.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ENTER INTO EXECUTIVE SESSION AT 7:49 P.M. ALL AYES; MOTION PASSED 8-0.

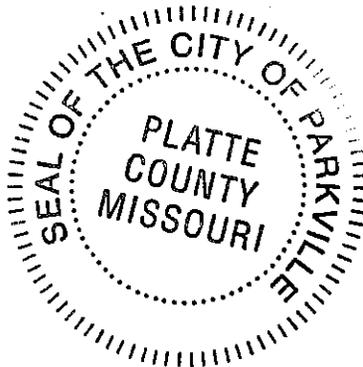
**8. ADJOURN**

IT WAS MOVED BY ALDERMAN WELCH AND SECONDED BY ALDERMAN LAMER TO ADJOURN THE AUGUST 19, 2014 REGULAR BOARD MEETING AT 8:50 P.M. ALL AYES; MOTION PASSED 8-0.

The minutes for Tuesday, August 19, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the second day of September 2014.

Submitted by:

Melissa McChesney  
City Clerk Melissa McChesney



**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, September 2, 2014, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present
Ward 1 Alderman Diane Driver	- present
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Dave Rittman	- present
Ward 3 Alderman Kendall Welch	- present
Ward 3 Alderman David Jones	- present
Ward 4 Alderman Marc Sportsman	- absent with prior notice
Ward 4 Alderman Greg Plumb	- present

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator  
Sean Ackerson, Assistant City Administrator/Community Development Director  
Kevin Chrisman, Police Chief  
Steve Chinn, City Attorney  
Bruce Culley, Auditor

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

**2. CITIZEN INPUT**

**3. MAYOR'S REPORT**

Mayor Johnston thanked the partners that provided a funding match for preliminary engineering for the Highway 9 Corridor study that included the Missouri Department of Transportation, City of Riverside, Park University and Platte County. She also thanked the Main Street Parkville Association, Parkville Chamber of Commerce, Parkville Economic Development Council, Platte County Economic Development Council, Parkville Old Towne Market Community Improvement District, and the Platte County Health Department for their letters of support.

Mayor Johnston also noted that Jim Allen, Jr. was recognized at the White House for receiving the Veteran Entrepreneur-Champions of Change Award. He was one of 600 applicants recognized for his service to the country through his non-profit organization. At the ceremony, remarks were made by Vice President Joe Biden.

**4. CONSENT AGENDA**

- A. Approve the minutes for the August 19, 2014 regular meeting
- B. Approve the minutes for the August 19, 2014 work session
- C. Receive and file the July 2014 sewer report
- D. Receive and file the crime statistics for January through June 2014
- E. Approve purchases for the fall 2014 crack sealing project in an amount not to exceed \$18,000
- F. Approve memorandums of agreement with Park University to conduct the annual supervised deer and permit hunts
- G. Approve a liquor by the drink picnic license for Ducks Unlimited for the annual fundraising banquet and auction at the Parkville Athletic Complex on October 4, 2014
- H. Approve accounts payable from August 13 to August 26, 2014

Alderman Plumb noted he was an employee of Park University but the consent item for the supervised deer hunts did not involve the exchange of money.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES; MOTION PASSED 7-0.

## 5. ACTION AGENDA

### A. Accept the audited financial statements for fiscal year 2013 as prepared by Bruce Culley, CPA

Auditor Bruce Culley provided highlights of the 2013 audit that included an increase in net assets and sewer net income, the refinancing of both temporary Neighborhood Improvement District notes that netted a total of \$605,000 that was used toward finance costs, the existing debt balance decreased from 2012, and a considerable amount was spent on the Brink Meyers Road retaining wall. He added there were no disagreements with management. Highlights in the management letter included more training for accounting personnel which was funded in the budget; the court bank statements were going to accounting to ensure all disbursements and deposits were made accordingly and all bonds were balanced; staff was complying with the previous year's recommendation regarding deposits for sewer payments; and the schedule of fixed assets was not completed.

Recommendations included reviewing the street rating system study, looking into a computer program to keep track of fixed assets, and creating accounting policies and procedures.

City Administrator Lauren Palmer responded to Mr. Culley's comments, noting that the schedule of fixed assets was on the list to be completed in 2013 but due to staff limitations it was not yet completed. She also said the change in the decrease in revenues in the sewer fund was due to the City failing to enforce delinquencies. This issue has been addressed, and revenues for 2014 were on target to meet or exceed the 2012 revenue levels. Palmer corrected the statement that the legal settlement for the Brink Myers Road wall was adequate to cover the costs of the wall repairs. It did not cover the full costs, but other NID funds were available, so no general city revenues were needed. She agrees with the need for training and explained over the last year the Human Resource/Finance Director had human resources training and the focus would be shifted to financial aspects next year. And finally, Palmer discussed the street rating program and believed the methodology to rate the streets was adequate but the issue was to reevaluate the goals to ensure that the audit accurately portrays the condition of the entire street system.

Alderman Werner asked staff that if the Board were to accept the report but not the accuracy of the accounting systems would they have the opportunity to review it later. Palmer responded that the recommendation was to accept the audit report which would signal staff to complete the additional processes required, but if the Board desired to edit the document it would have to be postponed to September 16 and would be discussed at the Finance Committee meeting.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB TO ACCEPT THE AUDITED FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED DECEMBER 31, 2013. ALL AYES; MOTION PASSED 7-0.

### B. Conduct a public hearing and approve an ordinance approving the 2014 Property Tax Levy for the General Fund and General Debt Service Fund for Fiscal Year 2015

Mayor Johnston opened the public hearing at 7:31 p.m. City Administrator Lauren Palmer stated the levy would generate property tax revenue for the 2015 fiscal year and budget and staff recommended maintaining the current levy which was set at the maximum limit authorized by

State law. She added the levy could be reduced enough to meet the City's financial obligations but the policy was to keep it at the maximum to allow more flexibility. If the Board desired to reduce the levy it would set a new cap that could not be adjusted until 2016 for the 2017 budget year. The levy maintained at the same level would generate additional property tax revenues of approximately \$16,000 for the General Fund and \$5,000 for the General Debt Service Fund.

Mayor Johnston invited public comments and questions regarding the property tax levy. Hearing none, she closed the public hearing at 7:37 p.m.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2805, AN ORDINANCE **SETTING THE 2014 GENERAL TAX LEVY AT \$0.4784 PER \$100.00 OF ASSESSED VALUATION AND THE GENERAL DEBT LEVY AT \$0.1759 PER \$100.00 OF ASSESSED VALUATION**, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2805 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2805 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2775. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, LAMER, RITTMAN AND JONES. MOTION CARRIED 7-0.

**C. Approve the purchase of a used 2007 Ford Ranger XLT Pickup for the Parkville Nature Sanctuary**

City Administrator Lauren Palmer explained the purchase was budgeted in the 2014 Capital Improvement Program. Staff planned to purchase a smaller truck to navigate through the sanctuary trail networks for a combined budget of \$13,275. The standard process for new vehicles was to put specifications out for bid, which is not practical for a used vehicle. Staff had intended to request approval from the Finance Committee and the Board of Aldermen to authorize the purchase up to a certain amount based on research of the market. However, during the research process staff found a vehicle to meet its needs but needed to move quickly in order for the dealer to hold the price. Therefore, staff requested Board approval without review from the Finance Committee.

Nature Sanctuary Director Bob Fluchel explained the process he used to locate the used truck and noted the Streets Division determined it was in good shape. He added the retail value was \$13,300 and recommended the purchase of the used truck.

Palmer said the money for the purchase of the truck was from partial proceeds from the auction of a F350 and the Nature Sanctuary Donation Fund. The consensus of the Board was to use the full amount of the auction proceeds and take the remaining balance from the Nature Sanctuary Donations Fund.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB TO **APPROVE THE PURCHASE OF USED 2007 FORD RANGER XLT PICKUP FROM GARY CROSSLEY FORD IN THE AMOUNT OF \$12,500 WITH THE TRANSPORTATION FUND AMOUNT OF \$8,275, WITH BALANCE COMING OUT OF NATURE SANCTUARY DONATION FUND**. ALL AYES; MOTION CARRIED 7-0.

**6. STAFF UPDATES ON ACTIVITIES**

**A. Administration**

City Administrator Lauren Palmer provided an overview of the Highway 9 Corridor Study grant

application. She noted the grant request was for the maximum amount of \$120,000 and a match of \$75,000 would come from the partners the Mayor discussed earlier in the meeting. The selection process would be in November or December and the City's \$15,000 match would be included in the 2015 budget.

Palmer also provided an update on the downtown entryway improvements. The City received a grant for \$180,000 for improvements along Highway 9 at the entrance to Park University and the White Alloe Creek Bridge. Initial concepts would be presented at a work session/public input session on September 16 where stakeholders would have the opportunity to provide feedback on the design.

Palmer noted the Train Depot request for proposals process closed on August 29. The selection committee would bring a recommendation to the Board of Aldermen at a future meeting.

**B. Community Development**

Assistant City Administrator/Community Development Director Sean Ackerson provided an update on the Highway 45 Corridor Steering Committee. The committee was challenged to look at the corridor development differently than other developments and develop expectations for the corridor in both the city and the county. He said the consultants were working on further concepts and the major theme was to define the active areas and compare them to the natural areas and look at the different characteristics. The first public meeting would be scheduled in October.

**C. Police Department**

Police Chief Kevin Chrisman provided an update on the lockdown of several Park Hill School District schools that happened earlier in the day.

**7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD**

Aldermen Plumb reminded the Board of the 9<sup>th</sup> Annual Paws in the Park event on September 13 to benefit the Friends of the Parkville Animal Shelter.

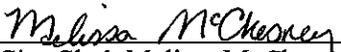
Alderman Welch also reminded the Board of the event scheduled on September 6 to commemorate the Steamboat Arabia as part of Platte County's 175<sup>th</sup> Anniversary.

**8. ADJOURN**

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB TO ADJOURN THE SEPTEMBER 2, 2014 REGULAR BOARD MEETING AT 8:01 P.M. ALL AYES; MOTION PASSED 7-0.

The minutes for Tuesday, September 2, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the sixteenth day of September 2014.

Submitted by:

  
City Clerk Melissa McChestley



Mayor Nanette K. Johnston opened the work session at 5:38 p.m. on September 16, 2014. In attendance were Aldermen Greg Plumb, Kendall Welch, Jim Werner, Diane Driver, David Jones and Marc Sportsman. Kari Lamer and David Rittman were absent with prior notice.

The following staff was also present:  
Sean Ackerson, Assistant City Administrator/Community Development Director  
Kevin Chrisman, Police Chief  
Tiffany Terry, Acting City Clerk

**1. GENERAL AGENDA**

**A. Downtown entryway improvement design review**

Assistant City Administrator/Community Development Director Sean Ackerson yielded the floor to John Zimmerman of TranSystems who presented four key elements of the Downtown entryway improvement design project. They included a sidewalk/pedestrian walkway between the Train Depot and downtown; decorative street lighting; entryway signage representing downtown and the city limits; and landscaping. Funding from the Fewson Fund, Magellan and the Missouri Department of Transportation were addressed but would be discussed in-depth at a later date.

The decorative street lighting and entryway signage representing downtown and the city limits were the first two prioritized enhancements of the Downtown entryway improvement design project. The street lights would be designed per Missouri Department of Transportation standards with a breakaway base and would be owned, installed and maintained by the city. Mr. Zimmerman noted he spoke with Park University about sharing in the maintenance of the street lights also.

Three options were presented for the entryway signage which would be located between the city limits and White Aloe Bridge, at which the logical spot was at Coffey Road. Zimmerman added all prices of the signage and markers included lighting and irrigation costs.

The first option was the second least expensive with an average cost for maintenance and provided a historical look. The second option was the least expensive with a more contemporary look but landscaping was a concern. The final option was the most expensive due to self-weathering steel and had a contemporary look.

After much discussion the Board agreed to a modified version of Option A in order to maintain the historic look that remained a theme throughout the city. The stone would be changed to a natural stacked stone and the potted plant would be replaced with a large globe light and include "Home of Park University" with blue waves in the background and front-lit wording. The Board also agreed that the marker should have two lights to balance the look.

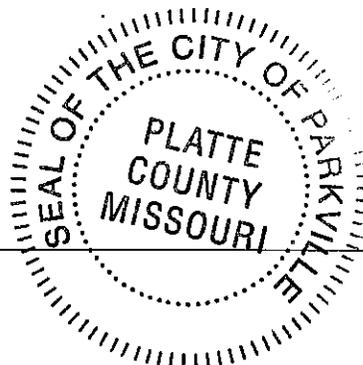
Mayor Johnston asked for the opinions of the people in the audience and they agreed that Option A provided the historic look that the city was trying to maintain. The representative from Park University was very pleased with the selection and how it fit in with Parkville University's theme.

The work session ended at 6:45 p.m.

The work session minutes for September 16, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the seventh day of October 2014.

Submitted by:

  
Acting City Clerk Tiffany Terry



**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, September 16, 2014, and was called to order by Mayor Nanette K. Johnston. Acting City Clerk Tiffany Terry called the roll as follows:

Ward 1 Alderman Kari Lamer	- present
Ward 1 Alderman Diane Driver	- present
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Dave Rittman	- absent with prior notice
Ward 3 Alderman Kendall Welch	- present
Ward 3 Alderman David Jones	- present
Ward 4 Alderman Marc Sportsman	- present
Ward 4 Alderman Greg Plumb	- present

A quorum of the Board of Aldermen was present.

The following staff was also present:

Sean Ackerson, Assistant City Administrator/Community Development Director  
Kevin Chrisman, Police Chief  
Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

**2. CITIZEN INPUT**

**3. MAYOR'S REPORT**

**4. CONSENT AGENDA**

- A. Approve the minutes for the September 2, 2014 regular meeting
- B. Approve a cooperative agreement with the Missouri Department of Conservation for a 2014-2015 Tree Resource Improvement and Maintenance Grant in the amount of \$8,137
- C. Approve the purchase of a 2015 Ford Taurus all-wheel drive police interceptor sedan to be used by the Chief of Police
- D. Approve Resolution No. 09-01-14 and adopt a debt management policy
- E. Approve the Semi-Annual Financial Report for January 1 through June 30, 2014
- F. Receive and file the financial report for the month ending August 31, 2014
- G. Receive and file the crime statistics for January through July 2014
- H. Approve Accounts Payable from August 26 to September 10, 2014

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO REMOVE ITEM 4B FROM THE CONSENT AGENDA UNTIL REVISIONS HAVE BEEN MADE AND BROUGHT BACK TO A FUTURE FORUM AS PRESENTED. ALL AYES; MOTION PASSED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AS AMENDED AND THE RECOMMENDED MOTION FOR EACH ITEM. ALL AYES; MOTION PASSED 7-0.

**5. ACTION AGENDA**

- A. Approve an ordinance repealing Ordinance No. 2765 and approving a revised final plat of The Village at the National Phase 1 – Case No. PZ14-17; applicant, J3-PANDI, LLC, owner

Assistant City Administrator/Community Development Director Sean Ackerson presented repealing Ordinance No. 2765 for approval of a revised final plat of the Village at the National Phase 1. He clarified that the first approval was never recorded and therefore was not a replat, and the revision was to alter the size and shift lot areas from Lot 2 to Lot 1.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2806, AN ORDINANCE **APPROVING THE REVISED FINAL PLAT, THE VILLAGE AT THE NATIONAL PHASE 1**, BE APPROVED FOR FIRST READING. ALL AYES, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2806 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2806 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2776. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

**B. Approve an ordinance for a conditional use permit and final development plan to allow redevelopment and additional storage units on a portion of the Parkville Self Storage site at 10875 NW 45 Hwy – Case No. PZ14-26; CKC Holdings, LLC, applicant**

Assistant City Administrator/Community Development Director Sean Ackerson explained the site was made of two parcels, one on the east and one on the west side of the creek. The application was to remove the three existing structures and replace them with five buildings similar to the others on the property on the west side. Ackerson noted a redevelopment plan previously approved multi-story storage but the applicant changed the plan and wanted to expand the storage on the west side of the creek. The Planning & Zoning Commission recommended approval, subject to conditions, on September 11.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2807, AN ORDINANCE **APPROVING AN AMENDED CONDITIONAL USE PERMIT AND SITE PLAN FOR PARKVILLE SELF STORAGE, 10875 NW 45 HIGHWAY**, BE APPROVED FOR FIRST READING. ALL AYES, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2807 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2807 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2777. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

**C. Approve a Planned District Development for K-Building Specialties – Case No. PZ14-25; James R. Marshall, applicant on behalf of K Development, LLC**

Assistant City Administrator/Community Development Director Sean Ackerson stated that the application and development plans were unanimously approved by the Planning and Zoning Commission on September 11.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **APPROVE THE FINAL DEVELOPMENT PLAN FOR LOT 1 BOX ACRES**

- K-BUILDING SPECIALTIES LLC SUBJECT TO STAFF RECOMMENDED CONDITIONS. ALL AYES, MOTION PASSED 7-0.

**D. Approve a Planned District Development permit for exterior modifications located at 5 Main Street in the Old Town District – Case No. PZ14-28; Mark Gould, Barefoot Beach Bums**

Assistant City Administrator/Community Development Director Sean Ackerson said the business owners were concerned about the time it would take for approval of the exterior modifications to the business and its effect on its profitability. The applicants responded it would take four weeks for the awning to be received and will be ordered only after the color scheme and exterior modifications were approved and the building was painted.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE APPLICATION FOR A PLANNED DISTRICT DEVELOPMENT PERMIT TO ALLOW MODIFICATION OF THE AWNINGS FOR 5 MAIN STREET AS PROPOSED SUBJECT TO THE COLORS AND AWNINGS BEING CONSISTENT WITH THE PLANNING COMMISSIONS' GUIDELINES. ALL AYES, MOTION PASSED 7-0.

Ackerson noted the next Planning and Zoning Commission meeting was scheduled for October 14 but a special meeting could be held to address the issue sooner.

**6. STAFF UPDATES ON ACTIVITIES**

**A. Public Works**

Assistant City Administrator/Community Development Director Sean Ackerson provided an update on the Kansas City Power & Light micro-grant received for trees at the dog park in Platte Landing Park.

**7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD**

Alderman Plumb expressed to the Board that Paws in the Park was a success and he would share the total money raised and registration information at the next meeting. Plumb also noted that Park University's Harvest Fest Homecoming was scheduled for September 18-20 and Alumni Weekend was set for September 19 and 20.

Alderman Driver reminded the Board of Parktoberfest which is to take place October 4 from 12 noon to 8 p.m. and Stone Canyon Pizza was one of the vendors.

**8. ADJOURN**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE SEPTEMBER 16, 2014 REGULAR BOARD MEETING AT 7:47 P.M. ALL AYES; MOTION PASSED 7-0.

The minutes for Tuesday, September 16, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the seventh day of October 2014.

Submitted by:

  
Acting City Clerk Tiffany Terry



**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, October 7, 2014, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present
Ward 1 Alderman Diane Driver	- present
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Dave Rittman	- absent with prior notice
Ward 3 Alderman Kendall Welch	- present
Ward 3 Alderman David Jones	- present
Ward 4 Alderman Marc Sportsman	- present
Ward 4 Alderman Greg Plumb	- present

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator  
Sean Ackerson, Assistant City Administrator/Community Development Director  
Kevin Chrisman, Police Chief

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

**2. CITIZEN INPUT**

The Mayor recognized two members of Boy Scouts of America in the audience and called them to the podium. Michael Garrets of Troop 261 and Alex Hunter of Troop 233 stated they were working on their Citizenship in the Community merit badges.

**3. MAYOR'S REPORT**

**A. Recognize James Allen, Jr. for receiving the 2014 Veteran Entrepreneur-Champions of Change Award**

Mayor Johnston presented a certificate of recognition to Mr. James Allen, Jr. for receiving the Veteran Entrepreneur – Champions of Change award.

**B. Approve Resolution No. 10-01-14 appointing David J. Jones as an ex-officio member to the Parkville Economic Development Council through December 31, 2014**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE RESOLUTION NO. 10-01-14 TO APPOINT ALDERMAN DAVID J. JONES AS A NON-VOTING MEMBER OF THE PARKVILLE ECONOMIC DEVELOPMENT COUNCIL THROUGH DECEMBER 31, 2014. ALL AYES, MOTION PASSED 7-0.

**C. Approve the appointment of John Delich to the Planning & Zoning Commission through May 2015**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE APPOINTMENT OF JOHN DELICH TO THE PLANNING & ZONING COMMISSION THROUGH MAY 2015. ALL AYES, MOTION PASSED 7-0.

**4. CONSENT AGENDA**

A. Approve the minutes for the September 16, 2014 regular meeting

- B. Approve the minutes for the September 16, 2014 work session
- C. Approve a resort license with Sunday sales liquor license for Rusty Horse Tavern, 6325 Lewis Street, Suite 119, in Parkville Commons
- D. Approve the purchase of winter materials of salt and sand from Dale Brothers Inc. in an amount not to exceed \$12,638.47
- E. Receive and file the August sewer report
- F. Approve a contract extension for 2014 auditor services with Bruce Culley, C.P.A., P.C. in the amount of \$12,000
- G. Approve accounts payable from September 10 to October 1, 2014

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES; MOTION PASSED 7-0.

## 5. ACTION AGENDA

- A. **Approve an ordinance repealing Ordinance No. 2765 and approving a revised final plat of The Village at the National Phase 1 – Case No. PZ14-17; applicant, J3-PANDI, LLC, owner**

Assistant City Administrator/Community Development Director Sean Ackerson stated the final plat came before the Board to adjust the lot lines but were revised to create the individual condominium lots. Staff reviewed the application and recommended approval.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2808, AN ORDINANCE APPROVING THE FINAL PLAT LOTS 5-1, 5-2, AND 5-A, OF THE FINAL PLAT OF LOT 4 COMMON AREA OF THE FINAL PLAT OF LOT 4-1 THROUGH 4-3, TOWNHOMES AT THE NATIONAL - 1ST PLAT, LOT 5, TOWNHOMES AT THE NATIONAL - 1ST PLAT, AND PART OF THE NORTHWEST 1/4 OF SECTION 26-51-34, A SUBDIVISION IN PARKVILLE, PLATTE COUNTY, MISSOURI; CASE NO. PZ14-30; APPLICANT, DOUBLE EAGLE BUILDERS, LLC, OWNERS, BE APPROVED ON FIRST READING. ALL AYES; MOTION PASSED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2808 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION PASSED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2808 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2778. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

## 6. NON-ACTION ITEMS

- A. **Review final design for Route 9 downtown entryway project**

City Administrator Lauren Palmer presented highlights of the changes requested by the Board at its work session on September 16 and requested direction from the Board on a couple of remaining items, which included lighting and changes to the entryway design. Two options were presented regarding the lighting standard. Option 1 included ten lights along the core area. Because Kansas City Power & Light was able to help with the installation of the lights, Option 2 included 18 lights to extend to the Park University entrance. The anticipated cost per year was \$355 per light. If the Board desired Option 2, staff would approach Park University to find out if they would help with the maintenance cost for the lights.

Additional discussion included changes to the entryway sign, the Fewson Fund logo, and the downtown markers. Changes to the entryway signage included the stone and a revised design based on comments from the work session. The Board discussed the Fewson Fund logo which was not part of the design team's budget. Alderman Plumb contacted Park University to inquire if they would be interested in helping create a logo. Palmer explained the downtown markers were designated as a lower priority than the entryway sign, were complimentary, would be bid separately, and would depend on the final funding. The final element would be landscaping which was the lowest priority. Palmer noted the construction documents were due to the Missouri Department of Transportation no later than November 6.

Further discussion focused on which street lighting option to choose. The consensus of the Board was for staff to speak with Park University about partnering for maintenance of the additional lighting and if they were not interested, staff could move forward with Option 1.

## **7. STAFF UPDATES ON ACTIVITIES**

### **A. Public Works**

#### **1. Public Works Director Selection Process**

City Administrator Lauren Palmer provided an update on the recruitment process for the new Public Works director, noting 40 applications were received. A semi-finalist group of ten would be narrowed down to three to five finalists to be interviewed on October 30. The interview would include the traditional interview, a tour with staff, and an assessment process to evaluate the applicant's technical expertise. A hiring recommendation would be presented for the second regular meeting in November.

#### **2. Pinecrest Pump Station Improvements**

City Administrator Lauren Palmer explained the project was substantially completed and replaced the electrical panel on the sewer wetwell, corroded due to gas exposure, was relocated to a safer area and was more compliant with applicable codes.

#### **3. Snow Routes Ordinance**

City Administrator Lauren Palmer said a revised snow route ordinance would be presented to the Board on October 21, with the major change being in the time parking is prohibited. In the past the ordinance was not consistently enforced as required by the code and the Street crew requested a revised ordinance due to plowing challenges during the winter. Staff was looking into temporary signage at various locations on the snow route that could be removed during non-winter months. Staff would show the sign locations to the Board at a future meeting.

Palmer noted she would provide an update to the Main Street Parkville Association on October 8. Staff would communicate through social media, the website, phone or letter with residents and businesses on the snow route when the ordinance will be enforced.

#### **4. Prescribed Burn – Platte Landing Park**

City Administrator Lauren Palmer explained that staff was planning a burn in the wetland prairie grass area of Platte Landing Park as a maintenance strategy, in lieu of brush hogging the area, to remove invasive Johnson grass. The burn would save approximately \$3,000 in machine rental and manpower costs. Staff was working with Platte County, the Missouri Department of Conservation, the Southern Platte Fire Protection District, and Lori Brown, a consultant with Vireo. Volunteers would be needed to control the burn site and the fire

marshal would lead the effort. The burn was planned for November the date but would dependent on weather. The Community Land and Recreation Board would discuss the item at its October 8 meeting.

**8. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD**

Alderman Jones reported that he and Sean Ackerson represented Parkville on the Highway 45 Steering Committee. It had its second meeting the week prior and the members agreed it was important to have a standard look along all of Highway 45.

Alderman Driver thanked everyone for their help at Parktoberfest and appreciated the community support for Friends of the Parkville Parks. She also reported the Nature Sanctuary would hold Ghost Stories on October 25, pumpkin carving would be October 23-24 and the jack-o-lanterns would line the trails for Ghost Stories.

**9. EXECUTIVE SESSION**

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ENTER INTO EXECUTIVE SESSION TO DISCUSS ATTORNEY-CLIENT MATTERS PER RSMO 610.021(1). ALL AYES; MOTION PASSED 7-0.**

The Board entered into the Executive Session at 8:00 p.m. with the following members in attendance:

- |                              |                             |                                |           |
|------------------------------|-----------------------------|--------------------------------|-----------|
| Ward 1 Alderman Kari Lamer   | - present                   | Ward 3 Alderman Kendall Welch  | - present |
| Ward 1 Alderman Diane Driver | - present                   | Ward 3 Alderman David J. Jones | - present |
| Ward 2 Alderman Jim Werner   | - present                   | Ward 4 Alderman Marc Sportsman | - present |
| Ward 2 Alderman Dave Rittman | - absent w/<br>prior notice | Ward 4 Alderman Greg Plumb     | - present |

Also in attendance:  
Tom Smallwood, Attorney (via phone)  
Lauren Palmer, City Administrator

Discussion was limited to matters of litigation and attorney-client privilege.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO CLOSE THE EXECUTIVE SESSION at 8:40 p.m. ALL AYES, MOTION CARRIED 7-0.**

The Board, at 8:41 p.m., reconvened in open session and Mayor Johnston announced no action was taken as a result of the executive session.

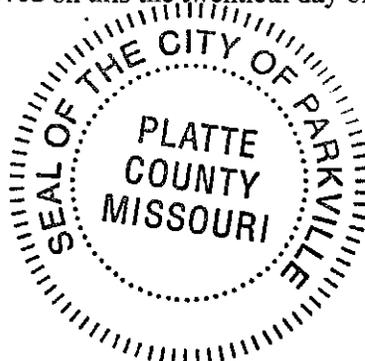
**10. ADJOURN**

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE OCTOBER 7, 2014 REGULAR BOARD MEETING AT 8:42 P.M. ALL AYES; MOTION PASSED 7-0.**

The minutes for Tuesday, October 7, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the twentieth day of October 2014.

Submitted by:

*Melissa McChesney*  
City Clerk Melissa McChesney



Mayor Nanette K. Johnston opened the work session at 5:36 p.m. on October 20, 2014. In attendance were Aldermen Greg Plumb, Kendall Welch, Jim Werner, Diane Driver, Kari Lamer, Dave Rittman, David Jones and Marc Sportsman.

The following staff was also present:

Lauren Palmer, City Administrator

Sean Ackerson, Assistant City Administrator/Community Development Director

Kevin Chrisman, Police Chief

Matthew Chapman, Finance/ Human Resources Director

Melissa McChesney, City Clerk

## **1. GENERAL AGENDA**

### **A. Proposed 2015 Budget and 2015-2020 Capital Improvement Program**

City Administrator Lauren Palmer provided an overview of the General Fund, which was the largest portion of the City's operating budget that covered most departments. Included in the overview were 2014 projections, revenue and expense estimates for 2015, the Emergency Reserve Fund, minor budgeted funds, and key decisions.

Highlights of General Fund projections included revenues that exceeded the budget by approximately \$245,000, sales taxes were doing well, development fees exceeded expectations, and cable franchise fees were strong. The largest revenue streams were the Brink Meyer retaining wall fund and the health insurance fund and lower revenues than expected were received in Municipal Court and from interest income. The General Fund was below budget due to routine personnel vacancies and capital outlay projects that were moved to 2015, which included \$95,000 for Crooked Road improvements and updates to the zoning and subdivision regulations. Because of these savings in 2014, Palmer noted staff anticipated being ahead of the budget by \$515,000 for 2015.

Palmer then discussed the priority session held in July, noting the outcomes were the vision statement and two tiers of priorities. The vision statement's purpose was to establish the mindset to drive thinking about budget priorities which staff recommended adopting by resolution to be incorporated in the front-end budget. The first tier of priorities included improving code enforcement for which \$15,000 was added in Community Development; economic development at Interstate 435 and Highway 45, which Palmer noted that staff was working with the Economic Development Council and property owners; and transportation that included improvements to Route 9.

The second tier included two items, renovations to the restroom in English Landing Park and citywide entryway signage. Palmer stated staff struggled with ways to implement the restroom improvements because costs were higher than expected. The Board discussed what level of priority it should be, the renovations to be made, and when to spend the money. Palmer explained that \$40,000 was included in the budget to update the Parks Plan for Progress (P3) and believed there could be a partnership with Platte County because of Platte Landing Park.

General Fund operating revenues were expected to increase by five percent and could be used, in part, toward deferred maintenance for City Hall, and the savings from the train depot could be used for its ongoing maintenance.

Palmer provided highlights of General Fund expenses that included personnel recommendations for a 1.4 percent cost of living adjustment and a 0.5 percent merit increase. She added that the merit increase was cut back due to the Missouri Local Government Employees Retirement System (LAGERS) recommendation, which was to move it to a higher tier to improve the

retirement benefits, and increases to workers' compensation and health insurance. Staff was working with Midwest Public Risk regarding the workers' compensation increases and was optimistic it could be negotiated down. A recommendation would be presented to the Finance Committee on October 27 and the Board of Aldermen on November 4 regarding the health insurance costs.

Palmer noted other savings could come from eliminating the fall cleanup, but staff would collect the numbers to justify keeping it or removing it from the budget.

Further discussion focused on personnel projections and the target to set for the 2015 budget. Palmer explained the current iteration projected the revenues to exceed expenses by approximately \$10,000 and the General Fund reserves would have to be tapped to cover the capital outlay, which was not necessarily bad due to the high carryover from 2014. However, she could not guarantee the carryover would be the same for 2016 which would make it harder to balance the budget in 2016.

The Board also discussed the reserve funds. Palmer noted the General Fund reserve for 2014 was budgeted at ten percent but was projected to be at 24 percent. In the Emergency Reserve Fund there was no transfer for the 2015 budget and it was expected to be at \$1.4 million which was above the policy level of 25 percent. Staff recommended moving the excess 2014 money to the General Fund reserve because the Emergency Reserve Fund exceeded the policy limit. Other special revenue funds included the Nature Sanctuary Fund, the Parks Donation Fund and the Fewson Fund.

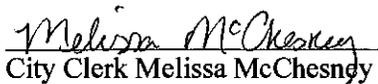
Palmer stated that the Pinecrest Subdivision contacted staff about the neighborhood grant program which was taken out of prior years' budgets. In the program the City provided a small grant for residential improvements. The program went away but Palmer noted it was a policy decision for the Board if they wanted to bring it back.

Further discussion focused on which reserve fund to move the 2014 excess budgeted funds to and the restrictions for each fund. The Board noted it would like to know how it could use the General Fund reserves.

The work session ended at 6:59 p.m.

The work session minutes for October 20, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the fourth day of November 2014.

Submitted by:

  
City Clerk Melissa McChesney



**1. CALL TO ORDER**

A special meeting of the Board of Aldermen was convened at 7:01 p.m. on Monday, October 20, 2014, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- absent with prior notice
Ward 1 Alderman Diane Driver	- present
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Dave Rittman	- present
Ward 3 Alderman Kendall Welch	- present
Ward 3 Alderman David Jones	- present
Ward 4 Alderman Marc Sportsman	- present
Ward 4 Alderman Greg Plumb	- present

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator  
Sean Ackerson, Assistant City Administrator/Community Development Director  
Kevin Chrisman, Police Chief  
Steve Chinn, City Attorney

Mayor Johnston noted that prior to meeting the Board held a work session regarding the 2015 budget. The regular meeting of the Board of Aldermen for October 21 was cancelled and all items were moved to the special meeting agenda.

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

**2. CITIZEN INPUT**

**3. MAYOR'S REPORT**

**4. CONSENT AGENDA**

- A. Approve the minutes for the October 7, 2014 regular meeting
- B. Approve a three-year extension of the farming land use agreement with Brian Kringle for land at the wastewater treatment plant
- C. Approve a facilities use license agreement with Park University for joint use and maintenance of the athletic field's restrooms to serve the Nature Sanctuary
- D. Approve a user agreement with the Parkville Chamber of Commerce and the Cathy Kline Art Gallery for use of the train depot
- E. Approve Resolution No. 10-02-14 adopting the revised purchasing policy
- F. Approve a contract with Ace Pipe Cleaning for the 2014 sewer line closed circuit television and cleaning project
- G. Receive and file the financial report for the month ending September 30, 2014
- H. Receive and file the crime statistics for January through August 2014
- I. Approve accounts payable from October 1 to October 14, 2014

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES; MOTION PASSED 7-0.**

5. NON-ACTION ITEMS

A. Review the proposed 2015 budget for the Parkville Commons Community Improvement District

Dale Brouk, Parkville Commons Community Improvement District (PC-I CID), stated the PC-I CID was created in 2007. He provided a brief overview of the budget, noting that the revenues were received from the one percent sales tax generated and the main contributors were Price Chopper and Nick & Jakes. He also noted that advertising money was spent to raise awareness to residents in The Landmark, in 2015 the annual barbeque would become an event for the entire Commons, and the annual premium for life insurance for the directors was paid out of the budget.

6. ACTION AGENDA

A. Approve an ordinance amending Chapter 405 of the Parkville zoning code to rezone 8701 River Park Drive from "I-1" Light Industrial District to "OTD" Old Town District – Case No. PZ14-31; City of Parkville, owner

Assistant City Administrator/Community Development Director Sean Ackerson stated the request was to rezone the train depot and the fountain located at 8701 River Park Drive from Light Industrial District to Old Town District. The Planning & Zoning Commission recommended approval by a unanimous vote.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2809, AN ORDINANCE AMENDING CHAPTER 405 OF THE PARKVILLE ZONING CODE TO REZONE 8701 RIVER PARK DRIVE ALSO KNOWN AS PLATTE COUNTY PARCEL #20-7.0-35-400-005-001.000 FROM "I-1" LIGHT INDUSTRIAL DISTRICT TO "OTD" OLD TOWN DISTRICT, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2809 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2809 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2779. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

B. Approve an ordinance to amend the community unit plan for the National Golf Club to allow construction of a private swimming pool in a side-yard setback at 10315 Magnolia Lane – Case No. PZ14-29; Aqua Blue Designs, applicant for Megan McDonald, owner

Alderman Welch recused herself because she was a friend and her husband was a co-worker of the applicant.

Assistant City Administrator/Community Development Director Sean Ackerson explained the request was for a pool and a side-yard setback at 10315 Magnolia Lane. The property was originally a lot with a single-family home but was later combined with a vacant lot to the west and abutted the access drive to the pump station. The Planning & Zoning Commission recommended approval by a unanimous vote. The National Architectural Review Board also approved the application.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2810, AN ORDINANCE AMENDING THE COMMUNITY UNIT PLAN FOR THE NATIONAL GOLF CLUB TO ALLOW CONSTRUCTION OF A

**PRIVATE SWIMMING POOL IN A SIDE-YARD SETBACK AT 10315 MAGNOLIA LANE, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 7-0.**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2810 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2810 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2780. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 6-0.

Alderman Welch returned to the meeting.

**C. Approve an ordinance to amend Section 355.050 of the Municipal Code relating to emergency snow routes**

City Administrator Lauren Palmer said the City's snow routes prohibited parking on certain routes in the downtown core and required signage, but in the past signs were not posted so the code was not enforced. Due to parking issues, staff recommended modifications to the ordinance that included tightening the parking restriction from midnight to 6 a.m. and removing Highway 9 from the route list. Staff would send letter notifications to the residences along the snow routes and information would be posted on social media and the website.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2811, AN ORDINANCE **REPEALING AND REPLACING SECTION 355.050 OF THE MUNICIPAL CODE RELATING TO EMERGENCY SNOW ROUTES**, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2811 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2811 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2781. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

**D. Approve an ordinance employing Tim MacNerland as a full-time laborer for the Streets Division of the Public Works Department**

City Administrator Lauren Palmer noted that items 6D and 6E were related and presented them together. The first request was to hire Tim MacNerland to fill a vacancy in the Streets Division of the Public Works Department. Mr. MacNerland assisted with the fall cleanup event and he worked well with staff. Palmer recommended hiring at the rate of \$25,500.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2812, AN ORDINANCE **EMPLOYING TIM MACNERLAND AS A FULL-TIME STREETS LABORER FOR THE CITY OF PARKVILLE**, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2812 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2812 BE APPROVED ON SECOND READING TO BECOME

ORDINANCE NO. 2782. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

**E. Approve an ordinance to adjust the hourly pay for Curtis Whitby**

Palmer explained that during the summer Human Resources was authorized to advertise the new position at the higher rate. However, an existing employee was hired at the old rate. The second request was to make an adjustment to increase the salary of Curtis Whitby by \$500 to the new rate. Palmer noted there was adequate capacity in the budget to make the adjustment.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2813, AN ORDINANCE **SETTING THE ANNUAL SALARY FOR CURTIS WHITBY AT \$25,500**, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2812 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2812 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2783. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

**7. STAFF UPDATES ON ACTIVITIES**

**8. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD**

Alderman Plumb thanked staff for their work with the Riss Lake residents, Kansas City, Missouri, the developer and the attorneys for the proposed development on Klamm Road. Mayor Johnston also thanked the aldermen for attending the meeting. She noted at a public hearing was scheduled for October 21 and staff would learn if the City's suggestions were accepted.

Alderman Driver reminded the Board of the pumpkin carving at English Landing Park and the Ghost Stories event at the Nature Sanctuary on October 25.

**9. ADJOURN**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **ADJOURN THE OCTOBER 20, 2014 SPECIAL BOARD MEETING AT 7:28 P.M.** ALL AYES; MOTION PASSED 7-0.

The minutes for Monday, October 20, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the fourth day of November 2014.

Submitted by:

  
City Clerk Melissa McChesney



Mayor Nanette K. Johnston opened the work session at 6:11 p.m. on October 27, 2014. In attendance were Aldermen Greg Plumb, Kendall Welch, Jim Werner, Diane Driver, Kari Lamer, Dave Rittman and Marc Sportsman.

The following staff was also present:

Lauren Palmer, City Administrator  
Sean Ackerson, Assistant City Administrator/Community Development Director  
Kevin Chrisman, Police Chief  
Matthew Chapman, Human Resources/Finance Director  
Tim Blakeslee, Assistant to the City Administrator  
Melissa McChesney, City Clerk

## **1. GENERAL AGENDA**

### **A. Proposed 2015 Budget and 2015-2020 Capital Improvement Program**

City Administrator Lauren Palmer summarized the work session, noting it would focus on the debt service fund, the General Fund portion of the Capital Improvement Program (CIP), and included in the packet were responses to the questions from the October 20 work session. A copy of the presentation is appended hereto as Exhibit A.

Palmer explained there were five active debt service funds supported by the general debt levy. The General Debt Fund included two elements which were the Certificates of Participation for the new city hall and voter-approved projects from the 2004 ballot measure. The Sewer Debt Service Fund included lease purchase and revolving loan projects that were supported by sewer customer fees. The other three active debt service funds included the Neighborhood Improvement Districts (NID) for River Park which retires in 2020, and for Brush Creek and Brink Meyer which retire in 2034. Palmer noted changes were made to the forecast sheet to also include these debt service funds. The general debt levy was set at the maximum amount in order to have a healthy reserve and a portion would be callable in 2018, but staff hoped to call some of it early. She added the reserves associated with the Brink Meyer and Brush Creek NIDs also had maintenance and restricted bond reserves that were established at the point of financing and would be used to make the final payment and protected the bondholder, but were not reserves the City should tap into.

Palmer summarized the debt position chart, noting that it showed the total debt and debt capacity at the end of 2014, but did not include principal payments. She stated the total indebtedness could not exceed 20 percent of the assessed valuation based on state law, but by policy the Board had further limited itself to only 80% of the statutory limit. In 2015 the debt payments would increase due to the Brush Creek and Brink Meyer NIDs and staff recommended paying off the sewer lease purchase in order to save approximately \$37,000 in interest payments for the remainder of the lease.

Palmer stated that the five-year projections for both NID bonds were a big impact to the 2015 budget. Interest-only payments would be made in 2015 and 2016 and by State law the City was required to collect a substantially equal assessment every year of the bond, which was 20 years. She added staff was planning a work session in late November or early December to discuss the development near Interstate 435 and Highway 45 and would include input from property owners and developers, policy points for what the City could allow, and trade-offs.

The CIP included funding for the restroom in English Landing Park, of which \$10,000 would come from the General Fund and the remainder would come from the Parks Donation Fund, an outreach grant through Platte County, and a four-year Fewson Fund loan. The Board discussed the Parks building façade project, maintenance and storage shed for the parks, the River Hills

sinkhole, and the second phase of Platte Landing Park. Palmer noted the façade project was almost complete but some code issues needed to be fixed before it could be closed out. She also said staff budgeted money to help assess the property in River Hills to determine a course of action to fix the problem.

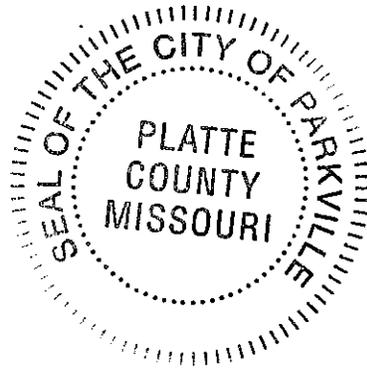
Palmer stated the proposed 2015 budget did not include an additional transfer to the Emergency Reserve fund, but staff recommended to be transferred to the General Fund reserve which would increase it to 13 percent. The surplus of funds was due to operating budget reductions with health insurance and Palmer would provide a revised General Fund budget at the November 4 work session. Further discussion focused on the surplus of funds being transferred from 2014 and the different reserve fund options. The policy stated Emergency Reserve funds could be used if approved by a supermajority of the Board of Aldermen. The General Fund reserves policy stated use of the funds required approval by a majority of the Board, but could not go below five percent without a supermajority approval. Palmer stated that staff would put together options for the 2014 surplus of funds to be presented at the next work session.

The work session ended at 8:18 p.m.

The work session minutes for October 27, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the fourth day of November 2014.

Submitted by:

  
City Clerk Melissa McChesney



Mayor Nanette K. Johnston opened the work session at 5:30 p.m. on November 4, 2014. In attendance were Aldermen Greg Plumb, Kendall Welch, Jim Werner, Diane Driver, Kari Lamer, Dave Rittman and Marc Sportsman.

The following staff was also present:

Lauren Palmer, City Administrator  
Sean Ackerson, Assistant City Administrator/Community Development Director  
Kevin Chrisman, Police Chief  
Matthew Chapman, Human Resources/Finance Director  
Tim Blakeslee, Assistant to the City Administrator  
Melissa McChesney, City Clerk

**1. GENERAL AGENDA**

**A. Proposed 2015 Budget and 2015-2020 Capital Improvement Program**

City Administrator Lauren Palmer provided an update to the General Fund discussion on October 27. The presentation is appended hereto as Exhibit A. She noted that staff recommended a compromise to transfer \$60,000 to the Emergency Reserve Fund which was not as significant as in the past but it acknowledged the City's commitment to be fiscally responsible. In regards to the revenue side of the General Fund, staff researched fee adjustments that were based on costs over previous years, were compared to peer communities, kept in line with the City's growth and costs, and were modest and reasonable to the public. In regards to the expense side of the General Fund, the changes included a transfer to the Emergency Reserve Fund, a reduction in health insurance, Capital Improvement Project (CIP) changes, and miscellaneous adjustments at the staff level. The projected balance of the General Fund was \$548,000, or 13 percent, and with the recommended transfer to the Emergency Reserve Fund, that balance would be at approximately \$1.5 million.

Aldermen Welch commented on the recommended fee increase for the dog licenses and recommended staff research coordinating with veterinarians to license more dogs than to raise the fees. Alderman Jones requested that staff determine if the recommended fees appropriately covered the cost of staff time and supplies.

Palmer provided an overview of the Transportation Fund that included CIP projects and equipment recommended at approximately \$500,000. She noted street striping was not completed for a couple of years but \$6,500 was expended in 2014 and staff requested an additional \$10,000 for 2015. Staff also recommended the purchase of two trucks for the Streets Division because purchases were not made in 2009, 2010 or 2012 and staff wanted to stay on the nine-year replacement schedule with the replacement of one truck per year. Other recommendations for the Transportation Fund included \$320,000 for the curb and sidewalk and mill/overlay projects. These projects were on an alternating cycle to help stretch limited dollars and put together larger packages, but mill/overlay was skipped for a couple of years. Palmer noted it would be a top priority of the new Public Works director to put together a plan for the street maintenance projects that could be re-evaluated with the Finance Committee if the new director recommended changes. Palmer then discussed the street ratings, which was based on traffic usage, noting that the more the Board spent for maintenance in 2015 the more it would help reduce the need for full replacement in the future.

In summary, Palmer stated that sales taxes were doing well overall, revenue looked good, the transfer to the General Fund was reduced, and staff for the Streets Division would remain in the General Fund so the Transportation Fund monies would be used for transportation projects.

The Board discussed the River Hills sinkhole and requested staff work on getting an estimate to fix the issue. Palmer noted the budget included \$15,000 for the analysis.

The work session ended at 6:38 p.m.

The work session minutes for November 4, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the eighteenth day of November 2014.

Submitted by:

Melissa McChesney  
City Clerk Melissa McChesney



**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, November 4, 2014, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present
Ward 1 Alderman Diane Driver	- present
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Dave Rittman	- present
Ward 3 Alderman Kendall Welch	- present
Ward 3 Alderman David Jones	- present
Ward 4 Alderman Marc Sportsman	- present
Ward 4 Alderman Greg Plumb	- present

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator  
Sean Ackerson, Assistant City Administrator/Community Development Director  
Kevin Chrisman, Police Chief  
Steve Chinn, City Attorney

Mayor Johnston noted that prior to meeting the Board held a work session regarding the 2015 budget. She then led the Board in the Pledge of Allegiance to the Flag of the United States of America.

**2. CITIZEN INPUT**

The Mayor recognized a member of the Boy Scouts of America in the audience and called him to the podium. Baxter Stone of Troop 261 was working on his Citizenship in the Community merit badge.

**3. MAYOR'S REPORT**

**4. CONSENT AGENDA**

- A. Approve the minutes for the October 20, 2014 special meeting
- B. Approve the minutes for the October 20, 2014 work session
- C. Approve the minutes for the October 27, 2014 work session
- D. Approve the purchase of one worksite utility vehicle from Heritage Tractor in the amount of \$16,529.60 for the Parks Division of the Public Works Department
- E. Approve the reinvestment of a portion of the bond reserve for the 2006 Certificates of Participation
- F. Receive and file the September sewer report
- G. Approve accounts payable from October 14 to October 28, 2014

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES; MOTION PASSED 8-0.**

**5. ACTION AGENDA**

**A. Approve the health insurance renewal for 2015**

City Administrator Lauren Palmer stated that Coventry presented a 33 percent increase to renew the health insurance plan. Due to the high increase, staff researched other providers and the health insurance committee, made of representatives from each department, recommended switching to

Blue Cross Blue Shield. Ten plans were reviewed and the committee recommended offering three plans, one of which resembled the base plan in place. Palmer noted that in addition to the base plan two new plans would be offered. Plan 6 was a high deductible plan that preserved the office visit and copay costs and Plan 7 was a Health Savings Account (HSA) plan that allowed an employee to set aside funding for medical costs that could be rolled to the next year. Palmer stated the second part of the request regarded the cost share between the City and the employee, noting staff recommended that 72 percent of the base plan be paid by the City and 28 percent covered by the employee.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE HEALTH INSURANCE RENEWAL FOR 2015 WITH BLUE CROSS/BLUE SHIELD WITH THE PREMIUM PLANS, RATES, AND COSTS SHARES ATTACHED IN THE PACKET AS ATTACHMENT 2 AND INCORPORATED BY REFERENCE. ALL AYES; MOTION PASSED 8-0.**

**B. Approve an ordinance to amend Section 355.010 of the Municipal Code relating to stopping, standing or parking prohibited**

Police Chief Kevin Chrisman stated that during a recent assessment of the area at 5<sup>th</sup> and 7<sup>th</sup> streets by the Police Department, Streets Division and the Southern Platte Fire Protection District to respond to a request about no parking signs, he learned that the fire department needed at least 12 feet of the width of the roadway are needed for the operation of current fire apparatuses instead of ten feet as listed in the Code.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2814, AN ORDINANCE REPEALING AND REPLACING SECTION 355.010.A.9 OF THE MUNICIPAL CODE RELATING TO STOPPING, STANDING OR PARKING PROHIBITED, BE APPROVED FOR FIRST READING. ALL AYES; MOTION PASSED 8-0.**

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2814 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION PASSED 8-0.**

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2814 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2784. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.**

**C. Approve the purchase of snow and ice operations equipment for the 2015 Ford F-350 truck for the Streets Division of the Public Works Department**

City Administrator Lauren Palmer explained the Board approved the purchase of a replacement truck in August that was delivered and needed to be equipped with winter equipment. Two vendors responded, with the low bid from Kranz Equipment of Kansas City, which had worked with the City in the past. She noted the Finance Committee did not review the purchase but staff suggested it be approved quickly in order for the equipment to be available for the winter season.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE PURCHASE OF SNOW AND ICE OPERATIONS EQUIPMENT FOR THE 2015 FORD F-350 TRUCK FROM KRANZ TRUCK AND EQUIPMENT IN THE AMOUNT OF \$17,130. ALL AYES; MOTION PASSED 8-0.**

**6. STAFF UPDATES ON ACTIVITIES**

Police Chief Kevin Chrisman updated the Board on the deer hunt at Park University, noting that it

started on September 15 and the deer total was six. He also noted that security was increased on Halloween night and no property damage or significant instances occurred and thanked the officers for their hard work.

**7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD**

Alderman Driver reported Ghost Stories was fully attended and thanked everyone for coming out and supporting the community. Palmer also noted there were a record number of volunteers for the pumpkin carving event so the second night was cancelled.

Alderman Werner said the Parkville Chamber of Commerce was sponsoring Parkville in Art event with artist paintings of Parkville scenes on November 13 with a preview event on November 6.

Mayor Johnston stated the Northland Community Choir scheduled a concert to fundraise for the restoration of the railroad museum artifacts on display at City Hall at the Park University chapel on November 9.

Alderman Plumb noted the Park University girls' volleyball team won two sets on November 1.

**8. EXECUTIVE SESSION**

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ENTER INTO EXECUTIVE SESSION TO DISCUSS ATTORNEY-CLIENT MATTERS PER RSMO 610.021(1). ALL AYES; MOTION PASSED 8-0.**

The Board entered into the Executive Session at 7:31 p.m. with the following members in attendance:

Ward 1 Alderman Kari Lamer	- present	Ward 3 Alderman Kendall Welch	- present
Ward 1 Alderman Diane Driver	- present	Ward 3 Alderman David J. Jones	- present
Ward 2 Alderman Jim Werner	- present	Ward 4 Alderman Marc Sportsman	- present
Ward 2 Alderman Dave Rittman	- present	Ward 4 Alderman Greg Plumb	- present

Also in attendance:  
Steve Chinn, City Attorney  
Lauren Palmer, City Administrator

Discussion was limited to matters of litigation and attorney-client privilege.

**IT WAS MOVED BY ALDERMAN WELCH AND SECONDED BY ALDERMAN SPORTSMAN TO CLOSE THE EXECUTIVE SESSION AT 8:50 P.M. ALL AYES, MOTION CARRIED 8-0.**

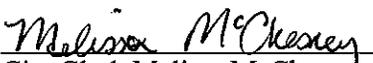
The Board, at 8:51 p.m., reconvened in open session and Mayor Johnston announced no action was taken as a result of the executive session.

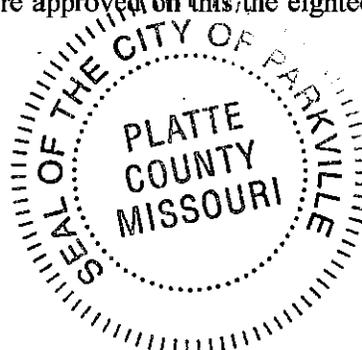
**9. ADJOURN**

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN PLUMB TO ADJOURN THE NOVEMBER 4, 2014 REGULAR BOARD MEETING AT 8:51 P.M. ALL AYES; MOTION PASSED 8-0.**

The minutes for Tuesday, November 4, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this, the eighteenth day of November 2014.

Submitted by:

  
City Clerk Melissa McChesney



Mayor Nanette K. Johnston opened the work session at 5:32 p.m. on November 18, 2014. In attendance were Aldermen Greg Plumb, Kendall Welch, Jim Werner, Diane Driver, Kari Lamer, Dave Rittman and Marc Sportsman.

The following staff was also present:  
Lauren Palmer, City Administrator  
Sean Ackerson, Assistant City Administrator/Community Development Director  
Kevin Chrisman, Police Chief  
Matthew Chapman, Human Resources/Finance Director  
Tim Blakeslee, Assistant to the City Administrator  
Melissa McChesney, City Clerk

## **1. GENERAL AGENDA**

### **A. Proposed 2015 Budget and 2015-2020 Capital Improvement Program**

City Administrator Lauren Palmer stated staff was targeting a budget adoption date of December 2 and provided an overview of updates to the General Fund. A copy of the presentation is appended hereto as Exhibit A. She noted that cable franchise revenue was missed on a forecast sheet because a double payment was received, therefore the line needed to be reduced by 50 percent. A formula error was found in the CIP forecast sheet which did not affect the 2015 budget directly but would affect the other years. Palmer added staff was working hard to provide accurate numbers. She also noted staff felt comfortable increasing the sales tax projections, small expense and Capital Improvement Program (CIP) adjustments were made, and there was a healthier year-end balance than projected in the third budget work session.

On November 10, the Finance Committee discussed an option to eliminate the alderman expense allowance and combine the money into an expense account. Palmer said staff would write a formal policy on how the expense account could be utilized and present it to the Board by the end of the year.

Palmer then discussed the General Fund CIP, noting that electrical service to the Nature Sanctuary maintenance shed would be funded from the Nature Sanctuary Donations Fund as a special project because additional funding was needed for tree removal. Other highlights included removing the funding for the English Landing Park restroom - staff was encouraged to apply for a Platte County outreach grant with the remaining funding from the Fewson Fund; a revised construction estimate based on the final design for the Downtown Entryway Project would help to absorb any construction observation costs within the original budget; and the Creating Sustainable Places committee approved the Highway 9 Corridor Project up to 95 percent of the original grant request and would then go to the Total Transportation Policy Committee for final approval.

Palmer said the CIP included \$40,000 to conduct a study for a parks master plan before additional resources for amenities in the park were committed, but if the Board desired additional reductions in the CIP the study would be the first option to cut. She added an alternative option would be to begin with a citizen satisfaction survey. The Board discussed the possibility of using the study completed prior to the design of Platte Landing Park since it was completed more recently than the P3 plan.

Palmer summarized several sewer projects, including the Eastside Pump Station. Palmer stated that the 2014 budget included \$225,000 to redirect the Eastside Pump Station from the Kansas City, Missouri system with a force main to help reduce treatment costs. She recommended decommissioning the station and establishing an agreement with the Platte County Regional Sewer District (PCRS) to install a gravity line. Contract City Engineer Jay Norco provided an

overview of the project, noting that he learned there may be some hidden costs to redirect the pump station to Parkville due to the length of the proposed force main.

Further discussion focused on other projects in the CIP, including the pole barn at the sewer plant, the closed circuit television (CCTV) cleaning project, and sewer rate increases. Palmer explained that part of the policy the Board adopted in 2013 for sewer working capital included enough funds for 90 days of operations in addition to the year's debt payment. The proposed budget included retirement of the lease purchase in 2015, which would require a three percent increase in sewer rates for residents. Palmer noted a lease payment in 2015 would save \$37,000 in interest payments over the remaining life of the lease purchase. She recommended modest rate increases each year in order to avoid double digit increases in the future.

Alderman Welch joined the meeting at 6:14 p.m.

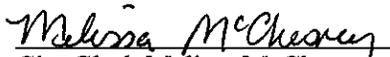
Palmer summarized the budget to-date in all the funds, noting there was a \$260,000 increase on the operations side due to personnel and insurance adjustments and increased legal expense projections.

The Board then discussed other aspects of the budget, including future phases of Platte Landing Park, grinder pump fee collection by the City, and the spring and fall cleanup. Platte County did not have any money included in the spending of the Parks Sales Tax money until approval of the next round of sales tax funding. In response to the grinder pump fee collection, Palmer explained the City was an agent to collect the grinder pump fees for the Riss Lake Homeowners' Association and received a small administrative fee. The process could be discontinued if the Board decided after discussion with Riss Lake leadership. Staff's concern was with the precedent to collect private fees on behalf of a private entity that was not provided to other groups. In response to the fall and spring cleanup discussion, Palmer noted staff recommended removing the spring cleanup event and combining it with the fall cleanup since the Recycling Extravaganza was scheduled around the same time as the spring cleanup event. The 2015 budget was reduced in anticipation that the City would be more efficient with those services.

The work session ended at 6:48 p.m.

The work session minutes for November 18, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the second day of December 2014.

Submitted by:

  
City Clerk Melissa McChesney



**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, November 18, 2014, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present
Ward 1 Alderman Diane Driver	- present
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Dave Rittman	- present
Ward 3 Alderman Kendall Welch	- present
Ward 3 Alderman David Jones	- present
Ward 4 Alderman Marc Sportsman	- present
Ward 4 Alderman Greg Plumb	- present

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator  
Sean Ackerson, Assistant City Administrator/Community Development Director  
Kevin Chrisman, Police Chief  
Tim Blakeslee, Assistant to the City Administrator  
Steve Chinn, City Attorney

Mayor Johnston noted that prior to meeting the Board held a work session regarding the 2015 budget. She then led the Board in the Pledge of Allegiance to the Flag of the United States of America.

**2. CITIZEN INPUT**

**3. MAYOR'S REPORT**

Mayor Johnston announced that Alderman Welch submitted her resignation as Ward 3 alderman effective December 16, 2014. She noted that applications would be considered for a resident of Ward 3 to serve out the remainder of the term through April 2015.

**A. Appoint Alderman Marc Sportsman as liaison to the Community Land and Recreation Board (CLARB)**

Mayor Johnston said that Alderman Welch's resignation left a vacancy as a liaison to CLARB and recommended Alderman Sportsman serve as the liaison.

**IT WAS MOVED BY ALDERMAN JONES AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE APPOINTMENT OF MARC SPORTSMAN AS LIAISON TO THE COMMUNITY LAND AND RECREATION BOARD. ALL AYES; MOTION PASSED 8-0.**

**4. CONSENT AGENDA**

- A. Approve the minutes for the November 4, 2014 regular meeting
- B. Approve the minutes for the November 4, 2014 work session
- C. Approve a three year contract with Curious Eye Productions for broadcast management services and technical consulting required to operate the online Parkville Government Access Channel
- D. Approve a special event permit for the Winter Wonderland holiday light display in English Landing Center from November 20, 2014 to December 28, 2014
- E. Receive and file the financial report for the month ending October 31, 2014
- F. Receive and file the crime statistics for January through September 2014
- G. Approve accounts payable from October 28 to November 11, 2014

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES; MOTION PASSED 8-0.

**5. ACTION AGENDA**

**A. Approve an ordinance amending Section 800.010 of the Municipal Code regarding convenience fees for debit and credit card payments for administrative sales**

Assistant to the City Administrator Tim Blakeslee explained that credit and debit card payments were implemented at City Hall in April. After some implementation time, staff recommended increasing the fees to cover the City's cost to process the transactions. Highlights included payments under \$200 remaining at \$2.50, a reduced fee of \$10 for payments over \$200 but less than \$400, and transactions could be processed for payments up to \$10,000. The Finance Committee approved the revised fees on November 10. Alderman Welch provided an option to eliminate the fee for payments under \$200, and the consensus of the Board was to revisit that option at a later date.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2815, AN ORDINANCE AMENDING TITLE VIII, CHAPTER 800, SECTION 800.020 OF THE MUNICIPAL CODE OF THE CITY OF PARKVILLE TO REVISE CONVENIENCE FEE CHARGES ON CREDIT AND DEBIT CARD PURCHASES FOR ADMINISTRATIVE SALES, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2815 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2815 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2785. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

**B. Approve Resolution No. 11-01-14 setting the convenience fees for credit and debit card purchases for administrative sales in the adopted Schedule of Fees**

City Clerk Melissa McChesney stated the Board adopted a Schedule of Fees in August with the intention to move all fees from Municipal Code. With the revision of the convenience fees, the action would move those fees to the Schedule by resolution.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE RESOLUTION NO. 11-01-14 SETTING CONVENIENCE FEES FOR CREDIT AND DEBIT CARD PAYMENTS FOR ADMINISTRATIVE SALES IN THE SCHEDULE OF FEES. ALL AYES; MOTION PASSED 8-0.

**C. Approve Fewson Fund logo and custom cast stone medallion for the Route 9 Downtown Entryway Improvement Project**

City Administrator Lauren Palmer explained the design plans for the Route 9 Downtown Entryway were reviewed on October 7 and the Board asked for a distinctive logo for the Fewson Fund. Alderman Plumb coordinated with Park University's graphic art department program chair Jeff Smith to create logo options to be used on all materials related to the Fund.

Smith provided an overview of how he designed the logo options presented to the Board. The Board discussed the different options and determined they preferred Option 1a and Option 4 with

minor modifications. The Board recommended Mr. Smith return at a future date with the modified logo options.

In addition to the Fewson Fund logo, the Board discussed concerns about the lighting on the sign and Palmer explained the design provided LED backlighting on a single circuit. The Board then discussed including a time capsule as part of the project and agreed it wanted to involve the community to bring ideas for items to put in the capsule.

**6. STAFF UPDATES ON ACTIVITIES**

Police Chief Kevin Chrisman updated the Board on the deer hunt at Park University, noting that the new total was nine. Chrisman also added that he received a phone call from a driver who was pulled over for speeding and commented about the positive experience with the officers.

**7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD**

Alderman Driver noted that the Nature Sanctuary Trek with Santa was scheduled for December 6. It was also noted that Christmas on the River was scheduled for November 21, Turkey Trot for November 27, and Shop with a Cop for December 14.

**8. EXECUTIVE SESSION**

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ENTER INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS PER RSMO 610.021(3). ALL AYES; MOTION PASSED 8-0.**

The Board entered into the Executive Session at 7:42 p.m. At 8:26 p.m., the Board reconvened in open session.

*Clerks Note: The minutes from the Executive Session are on file with the City Clerk.*

**9. ADJOURN**

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE NOVEMBER 18, 2014 REGULAR BOARD MEETING AT 8:28 P.M. ALL AYES; MOTION PASSED 8-0.**

The minutes for Tuesday, November 18, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the second day of December 2014.

Submitted by:

Melissa McChesney  
City Clerk Melissa McChesney



Mayor Nanette K. Johnston opened the work session at 5:37 p.m. on December 2, 2014. In attendance were aldermen Greg Plumb, Kendall Welch, Jim Werner, Diane Driver, Kari Lamer, Dave Rittman and Marc Sportsman.

The following staff was also present:

Lauren Palmer, City Administrator  
Sean Ackerson, Assistant City Administrator/Community Development Director  
Kevin Chrisman, Police Chief  
Melissa McChesney, City Clerk  
Stephen Chinn, City Attorney

**1. GENERAL AGENDA**

**A. Brush Creek & Brink Meyer Neighborhood Improvement District properties and expectations review**

Assistant City Administrator/Community Development Director Sean Ackerson provided a history of the Neighborhood Improvement District (NID) in the area of Interstate 435 and Highway 45, summarized the properties included in the NID, and highlighted potential development. A copy of the presentation is appended hereto as Exhibit A. The NIDs included approximately 340 acres and ten tracts, part of the Brush Creek sewer assessment, and noted Tract 9 was subject to additional assessments for improvements to Brink Myers Road including the retaining wall. The total assessments due annually were approximately \$670,000 for 20 years, the life of the NID. Ackerson noted there were three properties with the largest amounts of assessments due.

Ackerson discussed the different zonings for each of the properties, noting the area was annexed in 2000 with existing zoning but some parcels were rezoned based on petitions submitted. He added the existing zoning did not match the City's plan for zoning of the area.

Ackerson explained that the land use projections focused on broader objectives and master plan projects and that high quality development was consistent with what the City identified as the vision, matched the mission statement and had the highest density development potential in the city.

Alderman Lamer joined the meeting at 5:47 p.m.

Ackerson reviewed the original NID concept, envisioned prior to 2004, for each of the ten tracts. He also summarized the applications and plans submitted to-date on several of the tracts. Staff was concerned that it would be harder to develop the remaining land if smaller portions were developed first.

City Administrator Lauren Palmer outlined the challenges, noting staff was reviewing options and was working with the Parkville Economic Development Council (PEDC) to determine the best option for the City. Options included issuing a Request for Proposals (RFP) for a master developer to determine the best proposal for the City, negotiating with banks for a joint RFP to give the City authorization on their behalf, and working with the property owners to submit proposals for a sale price. Palmer added staff continued to work with the property owners and the development community on workable proposals.

Greg Foss, PEDC Executive Director, stated he was involved in meetings with the banks and different developers interested in the properties. He said several brought proposals to the City, but because of low sewer usage for the businesses it would not help pay the assessments. He added a potential developer was interested in being the master developer for the southeast portion of the property.

WORK SESSION MINUTES OF THE BOARD OF ALDERMEN OF DECEMBER 2, 2014

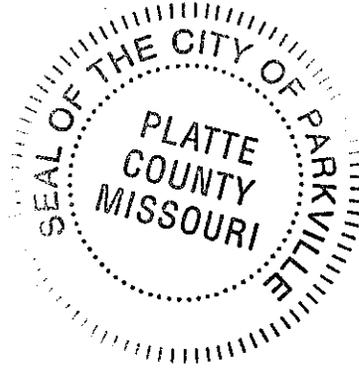
Page 2 of 2

The work session ended at 7:01 p.m.

The work session minutes for December 2, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the sixteenth day of December 2014.

Submitted by:

Melissa McChesney  
City Clerk Melissa McChesney



**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:08 p.m. on Tuesday, December 2, 2014, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present
Ward 1 Alderman Diane Driver	- present
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Dave Rittman	- present
Ward 3 Alderman Kendall Welch	- present
Ward 3 Alderman David Jones	- present
Ward 4 Alderman Marc Sportsman	- present
Ward 4 Alderman Greg Plumb	- present

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator  
Sean Ackerson, Assistant City Administrator/Community Development Director  
Kevin Chrisman, Police Chief  
Tim Blakeslee, Assistant to the City Administrator  
Steve Chinn, City Attorney

Mayor Johnston noted that prior to meeting the Board held a work session for a review of the Brush Creek & Brink Meyer Neighborhood Improvement District properties. She then led the Board in the Pledge of Allegiance to the Flag of the United States of America.

**2. CITIZEN INPUT**

**3. MAYOR'S REPORT**

Mayor Johnston said she was invited to represent the City on December 5 at a reception for Madeline Albright.

**4. CONSENT AGENDA**

- A. Approve the minutes for the November 18, 2014 regular meeting
- B. Approve the minutes for the November 18, 2014 work session
- C. Approve a contract with Linaweaver Construction, Inc. for the Bluffs Sanitary Sewer Repair Project in the amount of \$65,800
- D. Approve an agreement with Springsted Incorporated for financial advisor services
- E. Declare two police vehicles as surplus equipment and authorize staff to auction them through KCI Kansas City Auto Auction
- F. Approve an agreement with Platte County and the Parkville Special Road District for improvements to North Crooked Road for in an amount not to exceed \$95,000
- G. Receive and file the October sewer report
- H. Approve accounts payable from November 11 to November 24, 2014

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES; MOTION PASSED 8-0.**

5. ACTION AGENDA

A. **Adopt the 2015 budget and 2015-2020 Capital Improvement Program**

City Administrator Lauren Palmer provided an overview of the proposed 2015 budget and 2015-2010 Capital Improvement Program (CIP), including changes made during the four prior work sessions. She explained the General Fund was the largest fund that included most of the primary municipal services and staff was able to add funding to address the strategic priorities suggested during the Board's planning session in July and a smaller transfer would be made to the Emergency Reserve Fund. For the Transportation Fund, staff projected a long-term surplus, increased maintenance funding to improve the street maintenance program, and reduced the General Fund transfer to reserve the bulk of transportation money for capital expenditures. The Sewer Fund CIP included a project for closed circuit television work to identify repair priorities and to decommission the Eastside pump station. Staff proposed a three percent rate increase for sewer customers which would come before the Board for final approval in January 2015.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2816, AN ORDINANCE **APPROVING AND ADOPTING THE 2015 OPERATING BUDGET AND THE 2015 – 2020 CAPITAL IMPROVEMENT PROGRAM**, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2816 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2816 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2786. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

B. **Approve first reading of an ordinance to upgrade the City's enrollment in Missouri Local Government Employees Retirement System (LAGERS) from the lowest tier (L-1) 1% to the next tier (L-3) 1.25%, and schedule final action for January 20, 2015**

City Administrator Lauren Palmer stated the request was to move to the next tier in LAGERS which required Board of Aldermen approval to formalize the change. LAGERS provided seven levels of benefits from one up to 2.5 percent and the City entered LAGERS at the lowest tier in 2009. The new benefit factor of 1.25 percent would be applied to employees who retired to improve the retirement plan. The impact to the City was \$41,000 which was offset by a lower merit raise and cost of living adjustment. Staff recommended approval for first reading, but the second reading for final action to implement the change would be on the January 20 agenda following the required public review period.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **RECEIVE AND FILE THE ACTUAL VALUATION REPORT FOR PUBLIC INSPECTION**; AND THAT BILL NO. 2817, AN **ORDINANCE ADOPTING A CHANGE IN THE BENEFIT PROGRAM OF COVERED EMPLOYEES UNDER THE MISSOURI LOCAL GOVERNMENT EMPLOYEES RETIREMENT SYSTEM**, BE APPROVED FOR FIRST READING. ALL AYES; MOTION PASSED 8-0.

C. **Approve an ordinance classifying all employee positions and establishing compensation for such classifications**

City Administrator Lauren Palmer stated the goals of the ordinance were to establish pay ranges for all positions and establish wages for all incumbent employees. In prior years, personnel changes were implemented based on the adopted budget, but staff recommended the Board of

Aldermen authorize the salary adjustments effective January 1, 2015. Palmer explained that staff studied comparable positions in peer communities and from a survey completed by the Mid-America Regional Council to establish fair ranges for all position to help with future hiring and promotional opportunities.

Effective January 1, 2015, a 1.4 percent cost of living adjustment would be implemented and a 0.5 percent merit raise would be given to those employees with satisfactory performance in the previous year; both would be pro-rated for the employees that did not serve a full year. Palmer added that staff planned strategic increases for five positions based on evaluation of peer communities to make them more in-line with other communities and to help with recruitment in the future.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2818, AN ORDINANCE **APPROVING THE CLASSIFICATION OF EMPLOYEE POSITIONS AND ESTABLISHING COMPENSATION RANGES**, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2818 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2818 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2787. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

**D. Approve an ordinance amending Chapter 105 of the Parkville Municipal Code titled Board of Aldermen**

City Clerk Melissa McChesney stated that staff reviewed the Municipal Code throughout the year and determined that Chapter 105 should be amended to implement the alderman minimum age change prior to the start of candidate filings on December 16. Staff determined it should update the chapter in its entirety to implement all changes. Other changes included the process to reschedule a Board of Aldermen meeting, the rules that govern a Board meeting, the publication of semi-annual reports, and other changes based on statutes.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2819, AN ORDINANCE **AMENDING CHAPTER 105 OF THE PARKVILLE MUNICIPAL CODE TITLED "BOARD OF ALDERMEN"**, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2819 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2819 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2788. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

**E. Actions related to the revised special event permit process:**

- a. **Adopt revised special event policy guidelines known as the Guidelines for Events in Parkville (2014)**

- b. **Approve an ordinance amending Chapter 140 titled City Parks and Chapter 150 titled Community Land and Recreation Board**
- c. **Approve Resolution No. 12-01-14 setting the fees associated with City Parks and special events in the adopted Schedule of Fees**

City Administrator Lauren Palmer stated that Assistant to the City Administrator Tim Blakeslee was asked to overhaul the special event permitting process and in the interim serve as the staff liaison to the Community Land and Recreation Board (CLARB) to work through the special event process and associated forms.

Assistant to the City Administrator Tim Blakeslee explained the request was to adopt new guidelines for special events, amend the Municipal Code, and set the associated fees in the Schedule of Fees. The last revision of the guidelines was adopted in March 2009. The revised guidelines were reviewed by CLARB and highlights included a new event definition, revised rules and conditions, tiers to help define approval authority, different approvals for repeat events, a new comprehensive application and application fee, and a new due date and refund policy. CLARB approved the revised guidelines on November 12 by a vote of 8-0 and suggested the Board make revisions to the Municipal Code based on changes in the approved guidelines.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **ADOPT REVISED SPECIAL EVENT POLICY GUIDELINES KNOWN AS GUIDELINES FOR EVENTS IN PARKVILLE (2014)**. ALL AYES; MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2820, AN ORDINANCE **REPEALING, REPLACING, AND CREATING MULTIPLE SECTIONS OF CHAPTERS 140 AND 150 RELATED TO RULES AND REGULATIONS FOR EVENTS IN THE CITY OF PARKVILLE**, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2820 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2820 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2789. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **APPROVE RESOLUTION NO. 12-01-14 SETTING FEES ASSOCIATED WITH CITY PARKS AND SPECIAL EVENTS IN THE SCHEDULE OF FEES**. ALL AYES; MOTION PASSED 8-0.

## **6. STAFF UPDATES ON ACTIVITIES**

Police Chief Kevin Chrisman provided a comparison of archery hunt deer counts for 2013 and 2014, noting this year was lower. He added staff was in the process of securing dates for the deer harvest.

Chrisman also noted the Shop with a Cop event was scheduled for December 14 and reported several donations were received.

**7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD**

Alderman Plumb reported that the Park University women's volleyball team was 6-0 and would play in the nationals on December 6 if they continued to win.

Alderman Driver noted that the Nature Sanctuary's Trek with Santa event was scheduled for December 6.

Alderman Werner said the Parkville Chamber of Commerce scheduled the Winter Event on December 4.

**8. ADJOURN**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **ADJOURN THE DECEMBER 2, 2014 REGULAR BOARD MEETING AT 8:02 P.M. ALL AYES; MOTION PASSED 8-0.**

The minutes for Tuesday, December 2, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the sixteenth day of December 2014.

Submitted by:

Melissa McChesney  
City Clerk Melissa McChesney

